

MINUTES
REGULAR BOARD MEETING
of McHENRY COUNTY COLLEGE

The Regular Meeting of the Board of the Board of Trustees of McHenry County College was held on Thursday, August 22, 2019, in the Board Room, Room A217, in Building A on the Crystal Lake Campus. Chair Smith called the meeting to order at 6:02 p.m. When Secretary Allen called the roll, the following were physically present:

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

Upon reaching a quorum, Chair Smith asked for a motion and second to allow Trustee Siddons to participate in the meeting by telephone. Ms. Speros so moved, and Ms. Evertsen seconded the motion. Chair Smith asked Trustee Siddons to confirm that any closed session conversation would be kept confidential, and Trustee Siddons so confirmed. A voice vote was taken and the motion carried.

The roll was called again, including the Trustee participating by telephone.

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

Student Trustee Rendon was absent. Dr. Gabbard was present. Attorney Samuel Cavnar was present as legal counsel.

PLEDGE OF ALLEGIANCE

Chair Smith led the group in the Pledge of Allegiance.

COLLEGE MISSION STATEMENT

Chair Smith recited the Mission Statement.

ACCEPTANCE OF AGENDA

The agenda was accepted as presented.

ACCEPTANCE OF MINUTES

The minutes of the Board Retreat, June 27, 2019 and the minutes of the Regular Board Meeting, June 27, 2019, were accepted as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

Mr. Kevin Koeppen, Vice Principal at Prairie Ridge High School, expressed his gratitude to McHenry County College for opening its doors to Prairie Ridge High School so the administrative team could meet at the College to plan the school year. The meeting participants were able to tour the campus to see what MCC has available to Prairie Ridge students.

PRESIDENT'S REPORT

Dr. Gabbard stated it is not hard to partner with Prairie Ridge High School, and asked that they return any time to have students look around. Dr. Gabbard provided organizational charts for campus departments, noting there will be additions and deletions over time. He noted that community college enrollment numbers across the state are in the red, and McHenry County College is thrilled to be in the black. He spoke about the Opening Day ceremony, the student welcome breakfast which was attended by 267 students, and provided a list of events and dates to note.

COMMUNICATIONS

A. Faculty Report

Ms. Sarah Sullivan passed around copies of her report, speaking about highlights contained in the report. She noted that the faculty speaker series is about to launch, with Ms. Marla Garrison as the first speaker. She noted also that faculty are working with the American Association of University Women and the League of Women Voters for two events in October, celebrating women's suffrage.

B. Adjunct Faculty Report

Ms. Guin Mathey provided copies of the adjunct report to the Trustees; she noted that more adjunct faculty than ever before attended the fall Opening Day ceremony.

C. Staff Council Report

Ms. Tawnja Trimble reported that it was a great privilege for Staff Council to participate in the New Student Orientations this summer. Ms. Trimble noted that at the last meeting, a question was posed, asking whether there is an opportunity for people to go from part-time to full-time. Based on records, Ms. Trimble reported that 30% of full-time employees used to be part-time.

D. Student Trustee Report

Chair Smith read the Student Trustee Report aloud.

Attorney Report

Attorney Cavnar stated there is lots of legislation moving right now. Robbins-Schwartz is presenting at the fall college conference on September 6, and he noted that all are welcome to attend.

APPROVAL OF CONSENT AGENDA

Chair Smith asked if there were any questions about agenda items. Ms. Speros removed item 10. A. 1., Executive Summary, Board Report #19-93. Ms. Evertsen moved to approve the consent agenda minus the item mentioned, and Ms. Walsh seconded the motion. There was no discussion. The roll was called, and all were in favor. The motion carried.

For Approval

- A. Executive Summary and Financial Statements
 - 1. Executive Summary, Board Report #19-93
 - 2. Treasurer's Report, Board Report #19-94
 - 3. Ratification for Accounts Payable Check Register, Board Report #19-95

4. Ratification for Accounts Payable Check Register, Board Report #19-96
- B. Request to Implement New Conference and Event Space Rental Fee Structure, Board Report #19-97
- C. Destruction of Closed Session Recordings, Board Report #19-98
- D. Request to Approve/Implement/Lease/Purchase/Renew/Replace/Upgrade
 1. Addendum to Consulting Services Agreement, Board Report #19-99
 2. Annual Extreme Networks Maintenance Contract, Board Report #19-100
 3. Annual Microsoft Consortia Enterprise Agreement, Board Report #19-101
 4. Augusoft Lumens Professional (PRO) with Lumens Contract Training Premium Phase II – Colleague Integration, Board Report #19-102
 5. Construction Services to Renovate Room A257, Board Report #19-103
 6. Fabrication and Installation of College-Wide Interior Signage, Board Report #19-104
 7. Online Database Services, Board Report #19-105
 8. Open Enrollment and Contract Training Instructional Materials, Board Report #19-106
 9. Traffic Safety School Instructional Materials, Board Report #19-107
 10. Three-Year VMware Licensing and Support Contracts, Board Report #19-108
- E. Personnel
 1. Ratification of Hires, Board Report #19-109

ACTION ON ITEMS REMOVED FROM CONSENT AGENDA

Ms. Evertsen moved to approve Board Report #19-93, Executive Summary, and Ms. Walsh seconded the motion. During discussion, Ms. Speros asked what constitutes a bad year for health benefits. Dr. Gabbard stated that the College is self-insured, and the consortium allows a backdrop if there are catastrophic consequences. Mr. Tenuta noted that the maximum loss out of pocket would be up to \$250,000; the risk is mitigated among all members. The roll was called, and all were in favor. The motion carried.

BOARD TRAVEL REQUESTS AND ESTIMATED COSTS, Board Report #19-110

Ms. Walsh moved to approve Board Report #19-110, and Ms. Hoban seconded the motion. There were no comments during discussion. The roll was called, and all were in favor. The motion carried.

RESOLUTION AUTHORIZING PROPERTY TAX ABATEMENT AGREEMENT, Board Report #19-111

Ms. Hoban moved to approve Board Report #19-111, and Ms. Walsh seconded the motion. There was no discussion. The roll was called, and all were in favor. The motion carried.

REIMBURSEMENT FOR LIGHTNING STRIKE DAMAGE, Board Report #19-112

Ms. Hoban moved to approve Board Report #19-112, and Ms. Siddons seconded the motion. During discussion, Mr. Tenuta stated that the extent of the damage should be known shortly; he noted that the claim is with the insurance carrier, and will be covered at 100%. The roll was called, and all were in favor. The motion carried.

FOR INFORMATION

- A. New Employees
- B. Employee Departures
- C. August Committee Meeting Summary
- D. Friends of McHenry County College Foundation Report
- E. Office of Marketing and Public Relations Update
- F. Office of Resource Development Update
- G. Sustainability Center Update

There was no discussion.

FUTURE AGENDA ITEMS/SUMMARY COMMENTS BY BOARD MEMBERS

Ms. Walsh offered congratulations to Mr. Todd Wheeland, noting that the College remodeling is just unbelievable. She stated this was a tight time period to get the work done, and was money well spent.

Ms. Walsh stated that alumna Ms. Shawn Tegtmeier, a physical trainer at Healthbridge, has written a book that mentions McHenry County College. Chair Smith asked if Ms. Tegtmeier might come to the Board meeting and talk about her book.

Ms. Walsh spoke about an event happening tonight in the library, celebrating the 40th anniversary of the Clayworkers' Guild. The exhibit runs through October 4.

Ms. Speros spoke about the incredible energy and connection she experienced at the Opening Day ceremony.

Mr. Allen also attended the Opening Day event, and acted as a table moderator for the student breakfast. He also offered kudos to the architects, who did a great job designing the recently constructed student spaces.

Chair Smith encouraged all to join the Roary Rewards program in the College bookstore.

CLOSED SESSION

At 6:51 p.m., Ms. Evertsen moved to go into closed session, and Ms. Walsh seconded the motion. There was no discussion. The roll was called, and all were in favor. The motion carried. Closed session began at 6:57 p.m.

At 7:08 p.m., Ms. Evertsen moved to come out of closed session, and Ms. Speros seconded the motion. There was no discussion. A voice vote was taken, and all were in favor. The motion carried. Closed session ended at 7:08 p.m.

APPROVAL OF MOTION TO RELEASE CLOSED SESSION MINUTES AS A RESULT OF THE SEMI-ANNUAL REVIEW OF CLOSED SESSION MINUTES

Attorney Cavnar stated that he recommends a motion to release the closed session minutes from February 19, 2019, February 28, 2019, April 16, 2019, April 25, 2019, May 14, 2019, and May 23, 2019, with portions being retained as closed: item 2 on February 19 will remain closed, discussion under item 1 and 6 on April 16 will remain closed, discussion under item 5 on April 25 will remain closed, items 1 and 5 on May 14 will remain closed, and under item 6, item 3 will remain closed, but item 2 will be released.

Ms. Evertsen so moved, and Ms. Speros seconded the motion. The roll was called, and all were in favor. The motion carried.

ACCEPTANCE OF CLOSED SESSION MINUTES

Ms. Hoban moved to accept the closed session minutes of the May 23, 2019 Regular Board Meeting, and Ms. Evertsen 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 7:12 p.m.

Patricia Kriegermeier, Recording Secretary

Tom Allen, Board Secretary