

MINUTES
COMMITTEE OF THE WHOLE
OF McHENRY COUNTY COLLEGE

A Zoom virtual meeting of the Committee of the Whole was held on Tuesday, June 16, 2020. Vice Chair Walsh called the meeting to order at 6:00 p.m. When Secretary Allen called the roll, the following were present:

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

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

As this board meeting was held virtually, Vice Chair Walsh read the following statement, in accordance with Public Act 101-640 issued by the Governor's office:

"On May 29, 2020, Governor Pritzker issued the fourth Gubernatorial Disaster Proclamation for all counties in the State of Illinois. In consideration of this and due to the COVID-19 health pandemic, MCC President Gabbard has determined that a fully accessible in-person meeting this evening is not practical or prudent. In accordance with Public Act 101-640, this meeting will thus be held without the physical presence of a quorum of trustees at the regular meeting location. The regular meeting location is the Board Room at McHenry County College, Room A217, 8900 US Hwy. 14, Crystal Lake, Illinois 60012. Additionally, in consideration of the COVID-19 pandemic and present health protocols, including limitations on physical gatherings, it is not feasible to have a trustee, chief administrative officer, or chief legal counsel physically present at this meeting, or to allow members of the public to attend the meeting in-person. Members of the public may provide public comment and access all open portions of the meeting via the Zoom link and accompanying information located on the Board of Trustees page of MCC's website, which is located at: <https://www.mchenry.edu/board>."

Vice Chair Walsh then confirmed that all Trustees could both hear and be heard by all in attendance.

ACCEPTANCE OF AGENDA

The agenda was accepted as presented.

ACCEPTANCE OF MINUTES

The minutes of the May 19, 2020 Committee of the Whole meeting were accepted as presented.

OPEN FOR RECOGNITION OF VISITORS AND PUBLIC COMMENTS

It was noted there were no public comments this evening.

PRESIDENT'S REPORT

Dr. Gabbard gave an update on returning to campus planning, reporting that the MCC COVID-19 Response Team is focused on creating a safe, cautious and phased campus re-entry, first for employees then followed by students. Plans are contingent upon the Governor issuing a directive that we may enter Phase 4. Administrators are focused on providing straightforward information to make all - employees, students and guests – feel safe while on campus. Many contingencies are being considered, and planning by the Response Team continues in order to bring a re-entry plan to the June 25 Board of Trustees meeting for discussion.

Dr. Gabbard then reported on intensified enrollment efforts being implemented for fall. Fall enrollment is currently down 14% in credit hours; far less than our peers are reporting. With much public information being disseminated from MCC, the college is also doing additional advertising and commercials to attract new students, and contact is being made to reach those who may re-register as returning students.

PRELIMINARY MAY FINANCIAL STATEMENTS

Mr. Tenuta recapped the financial statements provided, clarifying variances in Local government, Student tuition and fees, and Employee benefits lines, but indicated we are right where he expected to be. Renovation expenses and parking lot work will show activity as we near the completion of these projects, but Mr. Tenuta indicated costs and revenue are tracking well to the budget, and that a deficit is predicted.

DISCUSSION OF FORMAT FOR EXECUTIVE FINANCIAL SUMMARIES

Mr. Tenuta led discussion centered on two different methods of presenting financial information, one format with line items and the other as narrative, asking whether the Trustees have a preference. Trustees do not wish to cause additional work for Mr. Tenuta, but were assured these reports are automated and easy to generate. For the time-being, financial information will be provided in both formats.

DISCUSSION OF STATE-FUNDED CAPITAL PROJECTS LIST

Mr. Tenuta recapped a list of five capital projects that have been approved by the State for FY20 and FY21, awaiting funding: CTE (CATI) Building, Library Renovation, Fire Training Tower, Greenhouse, and Pump House. The College will await funding for the first two, despite no funding being released during the COVID-19 pandemic. Mr. Tenuta feels there is a high possibility of the CTE funds being released, once the government resumes addressing such projects. Regarding the age and condition of the Fire Training Tower, Mr. Tenuta feels it is more cost effective to raze the structure and install a new one to support our fire science program. The College could no longer wait on funding for the Greenhouse and Pump house, both approved under the 2010 Illinois Job Now program. As such, both those structures were built in FY19 without State support. If funds are eventually released, the College may seek to reallocate those funds toward other critical projects.

FUTURE AGENDA ITEMS/SUMMARY COMMENTS BY BOARD MEMBERS

Ms. Speros reviewed the MCC Annual Report, and thanked Dr. Gabbard and administrators for providing an informative document. She added that she viewed the Employee Recognition video and felt it was well done.

Mr. Allen would like for Trustees to see photos and updates of campus renovations.

Ms. Evertsen inquired about the perspective of our instructors during remote instruction, for example Culinary. She asked whether instructors could share their stories on how they have adapted and are maintaining quality instruction within their programs.

Vice Chair Walsh acknowledged the enormous task ahead regarding campus re-opening, thanking the administration for all the work and planning done so far.

Student Trustee German inquired about how the College will proceed with re-entry if anyone does not/cannot wear a mask. Dr. Gabbard assured all that masks will be an absolute requirement in order to be on campus. Students who cannot abide may opt for an online learning format.

ADJOURNMENT

Hearing no further business, the meeting was adjourned at 7:01 p.m.

Mary Cornett, Recording Secretary

Thomas E. Allen, Board Secretary