

BOARD OF TRUSTEES
McHENRY COUNTY COLLEGE DISTRICT #528

Thursday, September 23, 2021
Regular Board Meeting



MCC Board Room A217
8900 U.S. Highway 14
Crystal Lake, IL 60012

MINUTES

1. CALL TO ORDER

Chair Siddons called the meeting to order at 6:05 p.m.

2. ROLL CALL

Chair Siddons asked Secretary Hoban to take a final roll call to include all Trustees attending.

Trustees Present

Suzanne Hoban
Mary Beth Siddons
Elizabeth Speros
Molly Walsh
Diane Evertsen – attended via telephone
Dale Morton
Tom Allen

Also Present

Dr. Clinton Gabbard- College President
Ken Florey – Legal Counsel

Trustees Not Present

Edith Sanchez

3. COLLEGE MISSION STATEMENT

Trustee Morton recited the College Mission Statement.

4. ACCEPTANCE OF AGENDA

The agenda was accepted as presented.

5. ACCEPTANCE OF MINUTES: Regular Board Meeting, August 26, 2021

Motion: Move that the Board of Trustees approve the minutes from regular Board meeting, August 26, 2021. Trustee Evertsen motioned, seconded by Trustee Allen. Motion approved.

6. OPEN FOR RECOGNITION OF VISITORS / PUBLIC COMMENTS

There were no visitors nor public comments for the Board.

7. PRESIDENT'S REPORT: Dr. CLINTON GABBARD

COVID-19 Update

Dr. Gabbard informed the Board on the status of complying with the Governor's August 26 Executive Order. This week (week of September 20), MCC began a soft launch of this new process with employees. To date, over 80% of employees have submitted their information into the system. Current students are now being asked to submit their information as well, with over 20% of students having already provided their information in MCC's CLEARED4 system. We are sharing important information and instructions

with students via text, email, and printed materials so that they can transition smoothly into full entry pass/testing mode.

On Monday, September 27, both employees and students will be asked (throughout our numerous campus entry locations) to show that they have been cleared for entry through their vaccination or testing. We will encourage those students without their MCC CLEARED4 Entry Pass to begin adhering to our procedures. However, students will not be denied access to campus at this time, as they will need some time to begin complying with this process. To ensure that this new mandated process is followed, as well as entrance to campus buildings remains steady and efficient, we will implement several new procedures.

Recommended Enhancements to Board Meeting Materials

As in-person Board meetings have resumed on campus, this is an ideal time to look at supporting meeting materials and streamline efforts. These recommended enhancements will continue to support Board members and have been vetted with legal counsel:

- Possible Transition to Electronic Board Packets – For all Board members (a tutorial can be sent along with future packets if needed)
- Possible Elimination of Committee of the Whole Summary Document – All trustees are also members of the Committee of the Whole and are present at those meetings; Committee Meeting minutes are also available if needed
- Possible Revision of Meeting Minutes Documentation – Following best practices, meeting minutes will be summarized vs. documented verbatim; for a detailed version, a trustee may check with the recording of the meeting

The Board of Trustees was in support of these recommended changes.

New Tractor for Entrepreneurial Agriculture Program

The College's Entrepreneurial Agriculture program is moving its Student Farm toward becoming a model teaching farm (lab) in both scale and practice. To accomplish this goal, expanding the farm in several areas will be required, including the addition of necessary equipment: a tractor with loader and bucket; reverse till rotary tiller; and disc harrow. In October, the Board will receive a Board Report for the purchase of all items totaling \$37,890. To expedite the purchase of the tractor alone (under \$25,000), we would like to get voice approval for this purchase, with formal approval in October.

The Board of Trustees gave a voice approval for this purchase and a formal approval will take place at the October Board Meeting.

Employee Giving Campaign

Employee giving campaign-kicked it off this week and it will continue for the next several weeks. The goal is 100% participation.

Upcoming Events

Dr. Gabbard gave a summary of upcoming events at the College.

8. COMMUNICATIONS

- A. Faculty Report: Ms. Sarah Sullivan
- B. Adjunct Faculty Report: Dr. Mark Rockwell
- C. Staff Council Report: Ms. Tawnja Trimble
- D. Student Trustee Report: Ms. Edith Sanchez
- E. Attorney Report

9. APPROVAL OF CONSENT AGENDA

Chair Siddons asked whether there were any board reports to be removed from the Consent Agenda. Trustee Evertsen asked that agenda items B, #5 Student Transportation Initiative, Board Report #21-115 be removed.

Trustee Speros had a question on B, #5 if students will be charged and Dr. Koronkiewicz answered that question, students will not be charged.

Trustee Evertsen had concerns about this being used by staff and she's opposed to this initiative. Dr. Gabbard answered that this is grant money and will not be used by staff, it has to go to students only. Also, trustee Evertsen asked how the College plans to fund this initiative next year and Dr. Gabbard answered that we have the money this year but next year we will face the problem of not having the funds, but this will be very helpful to students this year.

Trustee Hoban asked how many students use PACE and the answer was 500 were purchased 2 years ago.

Trustee Allen commented in support of this and said this would give the students the ability to find employment and purchase a vehicle. Trustee Walsh also agreed.

Trustee Walsh wanted to clarify that there is a \$1 Million transfer and just because it's in the budget doesn't mean it happens automatically without the trustees voting. Dr. Gabbard and Mr. Tenuta confirmed that all decisions would be approved by the Board of Trustees.

Trustee Evertsen had a question on agenda items B, #2 Carpet Replacement in Math Faculty Office Suite, Board Report #21-112. Trustee Evertsen Is there rational why we are going with carpet as opposed to hard surface like tile as it is longer lasting? Mr. Sparks answered that tile is three times more expensive than carpet.

Motion: Move that the Board of Trustees approve the consent agenda and amended. Trustee Allen motioned; Trustee Evertsen seconded. Motion approved.

For Approval

- A. Executive Summary and Financial Statements
 1. Executive Summary, Board Report #21-108
 2. Treasurer's Report, Board Report #21-109
 3. Ratification for Accounts Payable Check Register, Board Report #21-110
- B. Request to Approve/Implement/Lease/Purchase/Renew/Replace/Upgrade
 1. CLEARED4 Software, Board Report #21-111
 2. Carpet Replacement in Math Faculty Office Suite, Board Report #21-112
 3. Zoom Licenses, Board Report #21-113
 4. Catalog Software, Board Report #21-114

10. ACTION ON ITEMS REMOVED FROM CONSENT AGENDA

Motion: Move that the Board of Trustees approve Board Report #21-115, Student Transportation Initiative. Trustee Allen motioned; Trustee Walsh seconded. Motion approved. Trustee Evertsen voted against.

11. REQUEST TO GRANT HONORARY LEGACY STATUS, Board Report #21-116

Motion: Move that the Board of Trustees approve to grant honorary legacy status, Board report #21-116. Trustee Speros motioned; Trustee Morton seconded. Motion approved.

12. FOR INFORMATION REPORT

Chair Siddons commented that a lot of good information reports were included in the Board packet and went over all the reports titles.

13. FUTURE AGENDA ITEMS/SUMMARY COMMENTS BY BOARD MEMBERS

There were no future agenda items from Trustees.

Trustee Walsh asked that we put a link of the Board of Trustees meeting on the main webpage so it's easier for the public to access. She also informed the Board of two articles in the Northwest Herald and ICCTA about MCC. She had a question about the Noncredit Catalog, specifically if the College would be resuming its publication and mailing. Ms. Haggerty answered that we have adjusted our approach to noncredit marketing strategy and would follow up with additional information.

Trustee Allen asked if we have any plans to talk about the student transportation initiative to the High School level? Dr. Koronkiewicz answered that our student enrollment coaches are going out to our communities and especially the ones that don't have a high student enrollment numbers.

Trustee Hoban asked if the Board of Trustees can get an update on usage of the talk space program. Dr. Gabbard answered that we will have the summary data sent to the Board.

Trustee Morton informed the Board that the McHenry Farm Stroll is happening on Sunday afternoon if they are looking for something to do. Another great example of MCC, the Farm Bureau and master gardeners working together. He also congratulated Sarah Sullivan for being appointed to the Board of Directors for Habitat for Humanity.

Trustee Evertsen voiced her support for the electronic Board packet, and it will be nice for everyone to do the same thing.

14. CLOSED SESSION

At 7:35 p.m., Chair Siddons asked for a motion to move into Closed Session under Illinois Open Meetings Act 120/2(c), Exception #1, Personnel (President's Evaluation) and Exception #21 – Review of Closed Session Minutes. Trustee Walsh motioned; seconded by Trustee Allen. On a roll call all were in favor.

At 7:53 p.m. Trustee Evertsen motioned to come out of Closed Session, seconded by Trustee Allen. On a voice vote, all were in favor.

15. ADJOURNMENT

Hearing no further business, Trustee Walsh motioned to adjourn, seconded by Trustee Morton. All voiced aye and the meeting adjourned at 7:54 p.m.

Denisa J. Shallo, Recording Secretary

Suzanne Hoban, Board Secretary