

**BOARD OF TRUSTEES**  
**McHENRY COUNTY COLLEGE DISTRICT #528**

Tuesday, June 15, 2021  
6:00 p.m.



Virtual Meeting  
Held by Videoconference

**NOTICE OF VIRTUAL MEETING**

The Board of Trustees of McHenry County College District No. 528 will convene a Board of Trustees Committee of the Whole meeting in the MCC Conference Center, Room A211-A215, 8900 U.S. Highway 14, Crystal Lake, Illinois at the date and time specified above. A disaster declaration relating to public health concerns has been issued for at least a portion of the public body's jurisdiction. In consideration of this and due to the COVID-19 health pandemic, President Gabbard has determined that a fully accessible in-person meeting is not practical or prudent. As permitted by Section 7(e) of the Open Meetings Act, 5 ILCS 120/7(e), this meeting may be thus held without the physical presence of a quorum of trustees at the regular meeting location. Dr. Gabbard will be physically present at the regular meeting location, along with other employees performing essential functions. One or more trustees may also be physically present. Given COVID-19 considerations, it is not feasible to allow members of the public to attend the meeting in person. Members of the public may view the meeting using the following link: [www.mchenry.edu/board](http://www.mchenry.edu/board)

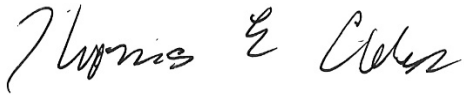
If any member of the public wishes to provide a public comment for the meeting, please submit the comment in writing via email by 3 p.m. on June 15, 2021 to the College Public Information Officer at [chaggerty@mchenry.edu](mailto:chaggerty@mchenry.edu), or complete the [Public Comment Form](#) by that date and time. All comments will be provided to trustees prior to the meeting and will be reflected in meeting minutes. Public comments that are appropriate, compliant with Board policy, and reasonable in length will be read aloud during the public comment section of the meeting.

**COMMITTEE OF THE WHOLE MEETING**

**AGENDA**

1. Call to Order
2. Roll Call
3. Acceptance of Agenda
4. Acceptance of Minutes: Committee of the Whole, May 18, 2021
5. Open for Recognition of Public Comments
6. President's Report
7. Student Success Series – *Eliminating Barriers: Grants*

8. Preliminary May Financial Statements: Mr. Bob Tenuta
9. Future Agenda Items/Summary Comments by Board Members
10. Closed Session
  - A. 120/2(c) Exception #21, Review of Closed Session Minutes
  - B. Other matters as pertain to the exceptions of the Open Meetings Act
11. Acceptance of Closed Session Minutes of May 18, 2021 Committee of the Whole Meeting
12. Adjournment

A handwritten signature in black ink, appearing to read "Thomas E. Allen". The signature is written in a cursive, flowing style.

Thomas E. Allen  
Chair

MINUTES  
COMMITTEE OF THE WHOLE  
OF McHENRY COUNTY COLLEGE

A meeting of the Committee of the Whole was held on Tuesday, April 13, 2021 as a Virtual Meeting as authorized by Executive Order 2020-7, and as permitted by Section 7(e) of the Open Meetings Act, 5 ILCS 120/7(e) to be held without the physical presence of a quorum of trustees at the regular meeting location. Members of the public were able to provide public comment and access all open portions of the meeting via the link and accompanying information located on the Board of Trustees page of MCC's website, located at: <https://www.mchenry.edu/board>

Vice Chair Walsh called the meeting to order at 5:59 p.m. When Secretary Allen called the roll, the following were present:

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

Dr. Gabbard was present. Attorney Sam Cavnar was present as legal counsel.  
Trustee Evertsen joined at 6:03 p.m.

ACCEPTANCE OF AGENDA

The agenda was accepted as presented.

ACCEPTANCE OF MINUTES

The minutes of the March 16, 2021 Committee of the Whole meeting were accepted as presented.

OPEN FOR RECOGNITION OF VISITORS AND PUBLIC COMMENTS

There were no public comments submitted for this meeting, held via videoconference.

PRESIDENT'S REPORT

Dr. Gabbard shared a COVID-19 vaccination update, noting employees are being urged to schedule a vaccine as the College hopes and prepares for a physical return to campus for the fall semester. Administration's goal is to provide students the opportunity for full face-to-face learning, should they desire. He then reported that the virtual *Listening for a Cause* Concert event raised over \$9,000 from generous donors. This musical event was a nice way to raise money for a vital cause – MCC's Student Success Fund - and was enjoyed by many.

Dr. Gabbard recapped the Dual Credit and Dual Degree programs at MCC. Dual Credit courses provide high school students the opportunity to experience college-level rigor and earn college credit while in high school, being taught by certified high school instructors. The MCC Dual Degree program is when a student earns a high school diploma and a college associate's degree simultaneously, with classes taken both at the high school and at MCC. Both programs afford students cost-friendly options to help them achieve their educational goals. Dual Credit courses are very popular and by next year, all fifteen of MCC's district high schools will have the Dual Credit opportunity.

He went on to report that weekly meetings related to the Foglia CATI project are ongoing, with emerging priorities being identified, discussed and planned for, to keep the process moving along.

Noting that April is Community College Month, Dr. Gabbard reported there is a statewide marketing campaign to promote community colleges and their activities and programs. He is thankful to Ms. Christina Haggerty for chairing the statewide committee on this marketing effort. He went on to mention upcoming events, among them the April 15 Experts and Insights Faculty Speaker Series event *Let's Talk about Death*, and the Noncredit Premiere Day on April 17, a virtual event highlighting the wide array of non-credit course offerings for our community.

#### STUDENT SUCCESS SERIES: PATHWAYS

Ms. Christina Swanson, Director of Pathways to Success, presented an overview of the third topic in the Student Success Series, Pathways. She recapped the Title III Grant process and a journey that focused on developing a way to concisely guide students through their educational pathways. With this project's clear goals and an expected outcome in mind, guided pathways were built to show any student their educational path in the quickest, most economical manner. Sequencing steps were established, which clearly light the way for a student to get the program information needed, then to guide them on the path to their desired degree or a transfer.

#### PRELIMINARY MARCH FINANCIAL STATEMENTS

Mr. Tenuta provided updated information to the preliminary March financial statements. He noted expenditures are happening as expected, though activity generally tends to pick up toward the end of the fiscal year. Mr. Tenuta reports the College is on target with the forecast of being under budget. Throughout this year, savings have occurred and CARES Act funding was received. Reserves will allow the College opportunities to strategically move forward with planned projects. Excess reserves will also aid in building the IT department and necessary systems to be better equipped for cybersecurity protection.

#### FUTURE AGENDA ITEMS/SUMMARY COMMENTS BY BOARD MEMBERS

Ms. Speros commented on the recent *Voices* publication, asking whether Matt Irie could attend a board meeting and talk about this award-winning publication that is created internally at MCC.

Ms. Siddons appreciated the *Listening for a Cause* concert, then mentioned she is looking forward to another great Foundation golf outing this summer. She reported that E2E has a couple things coming up, noting these events are great ways to connect with others.

Mr. Smith congratulated MCC alumnus, Paul Polep, who was recently sworn in as the Chief of the Evanston Fire Department. He also voiced congratulations to Edith Sanchez, MCC's newly elected student trustee.

Ms. Hoban enjoyed the *Listening for a Cause* concert, then congratulated Trustee Speros on her re-election to the MCC Board of Trustees.

Ms. Walsh thanked Dr. Gabbard and Dr. Koronkiewicz for planning and bringing forth the Student Success Series, noting the series presenters have provided excellent information to the Board.

#### CLOSED SESSION

No closed session meeting was held.

#### ADJOURNMENT

Hearing no further business, Vice Chair Walsh declared the meeting adjourned at 7:09 p.m.

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Mary Cornett, Recording Secretary

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Thomas E. Allen, Board Secretary

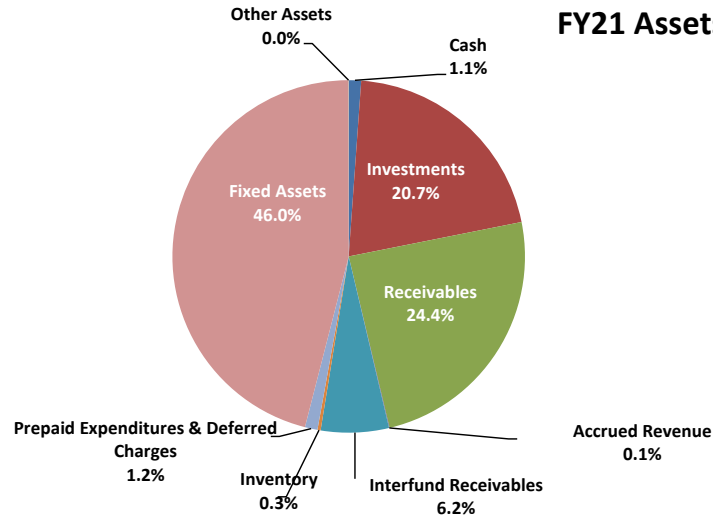
**All Funds Statement of Net Position (Balance Sheet)**  
**April 30, 2021**

Funds Statement of Net Position (Balance Sheet)														
April 30, 2021														
	01	02	03	04	05	06	07	08	09	10	11	12	17	
	All Funds	Education Fund	Operations & Maintenance Fund	Operations & Maintenance (Restricted) Fund	Bond & Interest Fund	Auxiliary Enterprises Fund	Restricted Purposes Fund	Working Cash Fund	General Fixed Asset Fund	General Long-Debt Fund	Trust & Agency Fund	Audit Fund	Liability Protection & Settlement Fund	OPEB Fund
Assets														
Cash	1,721,407	-	-	-	382,816.43	38,878	104,424	95,646	-	-	406,260	43,382	-	650,000
Investments	31,473,802	12,102,237	1,037,713	13,270,126	-	-	-	2,958,040	-	-	-	-	2,105,685	-
Receivables	37,037,817	33,046,056	2,438,446	-	-	5,562	770,308	-	-	-	-	75,000	702,444	-
Accrued Revenue	76,302	19,704	1,719	48,402	-	-	-	3,530	-	-	-	-	2,948	-
Interfund Receivables	9,454,334	3,075,693	6,560,411	(78,912)	-	41,772	(144,631)	-	-	-	0	(0)	(0)	-
Inventory	444,027	-	-	-	-	444,027	-	-	-	-	-	-	-	-
Prepaid Expenditures & Deferred Charges	1,750,753	993,106	23,339	23,466	-	7,539	738	-	-	49,101	-	-	39,585	613,879
Fixed Assets	69,801,892	-	-	-	-	-	-	-	69,801,892	-	-	-	-	-
Other Assets	28,418	-	-	-	-	-	-	-	-	28,418	-	-	-	-
Total Assets	151,788,752	49,236,797	10,061,629	13,263,082	382,816	537,778	730,839	3,057,216	69,801,892	77,519	406,260	118,382	2,850,662	1,263,879
Liabilities														
Payroll Deductions Payable	1,132,456	921,555	56,245	-	-	108,115	-	-	-	-	-	-	46,541	-
Accounts Payable	842,164	841,328	-	-	-	731	105	-	-	-	-	-	-	-
Interfund Payable	9,454,334	-	-	7,605,385	-	-	-	-	-	-	-	-	1,848,949	-
Accrued Expense	24,099,502	-	-	-	-	-	-	-	-	-	-	-	-	24,099,502
Deferred Revenue	28,995,136	21,740,784	1,704,407	17,234	160,846	19,933	-	-	-	-	-	50,000	468,296	4,833,636
Fixed Liabilities	10,622,076	-	-	-	-	-	-	-	-	10,622,076	-	-	-	-
Other Liabilities	77,173	37,747	-	-	-	39,427	-	-	-	-	-	-	-	-
Total Liabilities	75,222,842	23,541,415	1,760,652	7,622,618	160,846	168,206	105	-	-	10,622,076	-	50,000	2,363,786	28,933,138
Designated Fund Balance	76,565,910	25,695,382	8,300,977	5,640,464	221,970	369,572	730,735	3,057,216	69,801,892	(10,544,558)	406,260	68,382	486,876	(27,669,259)
Assigned Fund Balance														
33% Unassigned for annual budgeted expenditures	17,820,819	16,033,362	1,787,457											
Other Designated Reserves	0													
Capital Improvement/Investment in Capital Assets	75,442,356			5,640,464	0				69,801,892					
Liabilities, Protection, and Settlement	-37,804,459									-10,622,076			486,876	-27,669,259
Working Cash/Other Restricted	2,955,377						730,735	1,750,000			406,260	68,382		
Remaining Unassigned Balance	18,151,817	9,662,020	6,513,520	0	221,970	369,572	0	1,307,216	0	77,519	0	0	0	0

**All Funds Statement of Net Position (Balance Sheet)**  
**April 30, 2021**

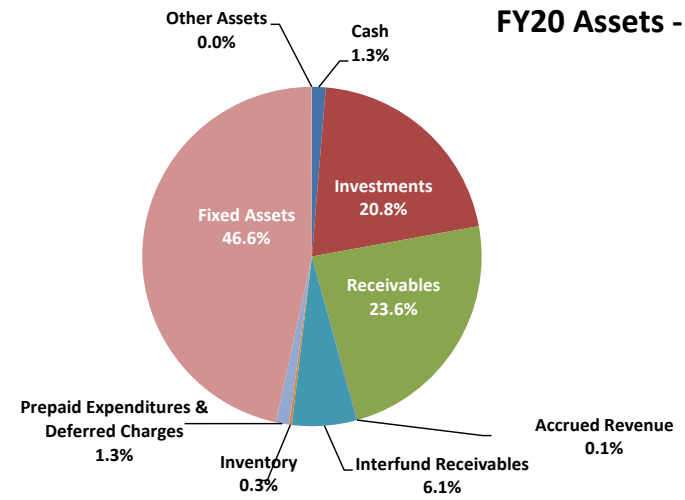
Total Assets = \$ 151,788,752

**FY21 Assets - All Funds**

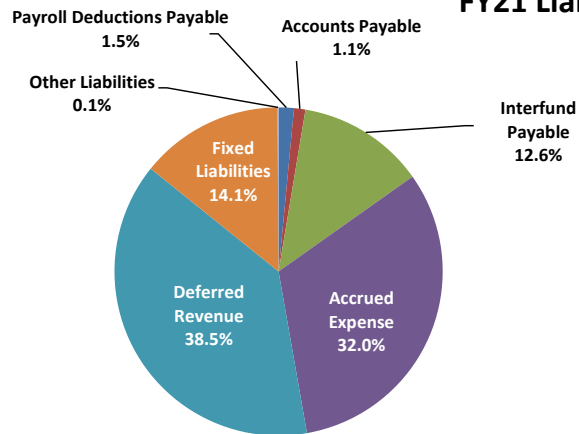


Total Assets = \$ 149,418,083

**FY20 Assets - All Funds**

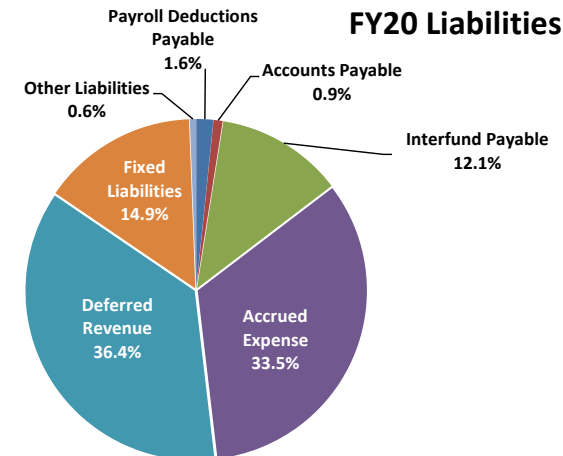


**FY21 Liabilities - All Funds**



Total Liabilities = \$ 75,222,842

**FY20 Liabilities - All Funds**



Total Liabilities = \$ 75,651,955

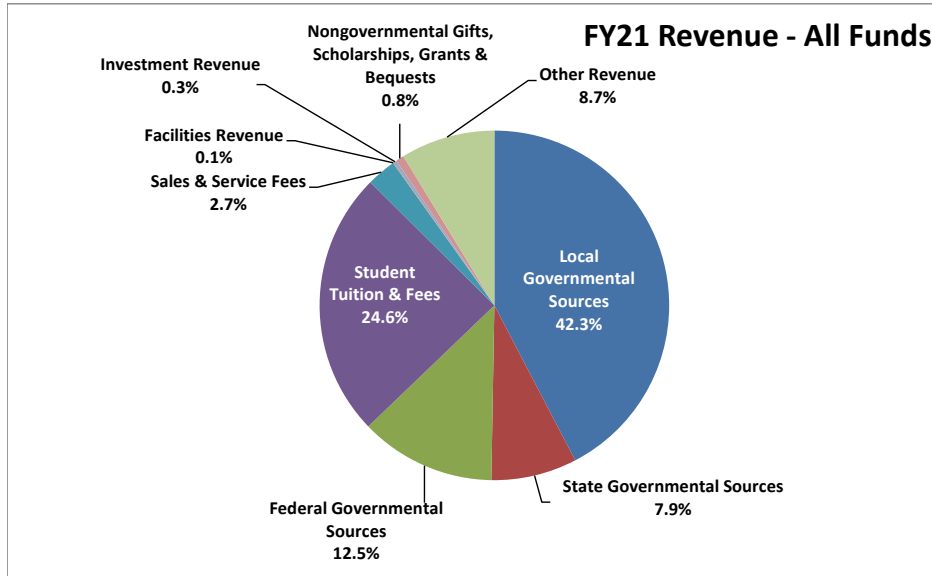
**All Funds Statement of Activities (Income Statement)**  
**April 30, 2021**

		01	02	03	04	05	06	07	08	09	10	11	12	17
	All Funds	Education Fund	Operations & Maintenance Fund	Operations & Maintenance (Restricted) Fund	Bond and Interest	Auxiliary Enterprises Fund	Restricted Purposes Fund	Working Cash Fund	General Fixed Asset Fund	General Long-Debt Fund	Trust & Agency Fund	Audit Fund	Liability Protection & Settlement Fund	OPEB Fund
<b>Revenue</b>														
Local Governmental Sources	24,122,589	20,842,451	2,281,252	-	-	-	4,512	-	-	-	-	62,219	932,155	-
State Governmental Sources	4,520,064	2,544,604	671,356	-	-	-	1,304,104	-	-	-	-	-	-	-
Federal Governmental Sources	7,149,037	50,261	-	-	-	-	7,098,776	-	-	-	-	-	-	-
Student Tuition & Fees	14,024,778	11,067,197	1,432,680	77,305	721,531	726,064	-	-	-	-	-	-	-	-
Sales & Service Fees	1,542,188	3,873	-	-	-	1,538,315	-	-	-	-	-	-	-	-
Facilities Revenue	37,241	17,766	-	-	-	19,475	-	-	-	-	-	-	-	-
Investment Revenue	168,268	91,592	4,046	57,392	-	-	-	8,303	-	-	-	-	6,935	-
Nongovernmental Gifts, Scholarships, Grants & Bequests	438,676	9,219	-	-	-	-	288,531	-	-	-	140,926	-	-	-
Other Revenue	4,967,100	4,897,543	29,842	860,908	-	-	-	-	-	(860,908)	39,715	-	-	-
<b>Total Revenue</b>	<b>56,969,941</b>	<b>39,524,509</b>	<b>4,419,175</b>	<b>995,605</b>	<b>721,531</b>	<b>2,283,853</b>	<b>8,695,923</b>	<b>8,303</b>	<b>-</b>	<b>(860,908)</b>	<b>180,641</b>	<b>62,219</b>	<b>939,090</b>	<b>-</b>
<b>Expenditures</b>														
Salaries	23,877,253	20,898,645	456,310	-	-	1,172,519	1,066,852	-	-	-	-	-	282,926	-
Employee Benefits	8,929,363	7,779,561	86,072	-	-	234,615	188,004	-	-	-	-	-	641,112	-
Contractual Services	3,879,865	2,207,996	1,074,627	35,003	-	232,393	247,926	-	-	-	-	54,500	27,420	-
General Materials & Supplies	2,867,509	1,739,190	203,252	416	-	712,433	195,720	-	-	-	-	-	16,498	-
Travel & Conference/Meeting	112,491	85,702	11,982	-	-	4,846	6,249	-	-	-	-	-	3,712	-
Fixed Charges	582,003	1,560,458	20,183	-	624,000	7,800	-	-	-	(1,704,600)	-	-	74,163	-
Utilities	870,745	318,327	552,418	-	-	-	-	-	-	-	-	-	-	-
Capital Outlay	3,609,208	60,504	577,121	860,908	-	3,770	212,679	-	1,894,226	-	-	-	-	-
Other Expenditures	6,941,468	724,294	-	-	-	4,504	6,048,241	-	-	-	164,429	-	-	-
Contingency	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>51,669,905</b>	<b>35,374,677</b>	<b>2,981,965</b>	<b>896,327</b>	<b>624,000</b>	<b>2,372,879</b>	<b>7,965,671</b>	<b>-</b>	<b>1,894,226</b>	<b>(1,704,600)</b>	<b>164,429</b>	<b>54,500</b>	<b>1,045,832</b>	<b>-</b>
<b>Excess/(deficit) of revenues over expenditures</b>	<b>5,300,036</b>	<b>4,149,832</b>	<b>1,437,210</b>	<b>99,279</b>	<b>97,531</b>	<b>(89,026)</b>	<b>730,252</b>	<b>8,303</b>	<b>(1,894,226)</b>	<b>843,692</b>	<b>16,212</b>	<b>7,719</b>	<b>(106,742)</b>	<b>-</b>
Operating transfers in	700,000	-	-	-	-	450,000	-	-	-	-	-	-	-	250,000
Operating transfers out	700,000	700,000	-	-	-	-	-	-	-	-	-	-	-	-
Beginning Fund Balance	71,265,874	22,245,550	6,863,767	5,541,185	124,439	8,598	483	3,048,913	71,696,118	(11,388,250)	390,048	60,664	593,618	(27,919,259)
Ending Fund Balance	<u>76,565,910</u>	<u>25,695,382</u>	<u>8,300,977</u>	<u>5,640,464</u>	<u>221,970</u>	<u>369,572</u>	<u>730,735</u>	<u>3,057,216</u>	<u>69,801,892</u>	<u>(10,544,558)</u>	<u>406,260</u>	<u>68,382</u>	<u>486,876</u>	<u>(27,669,259)</u>

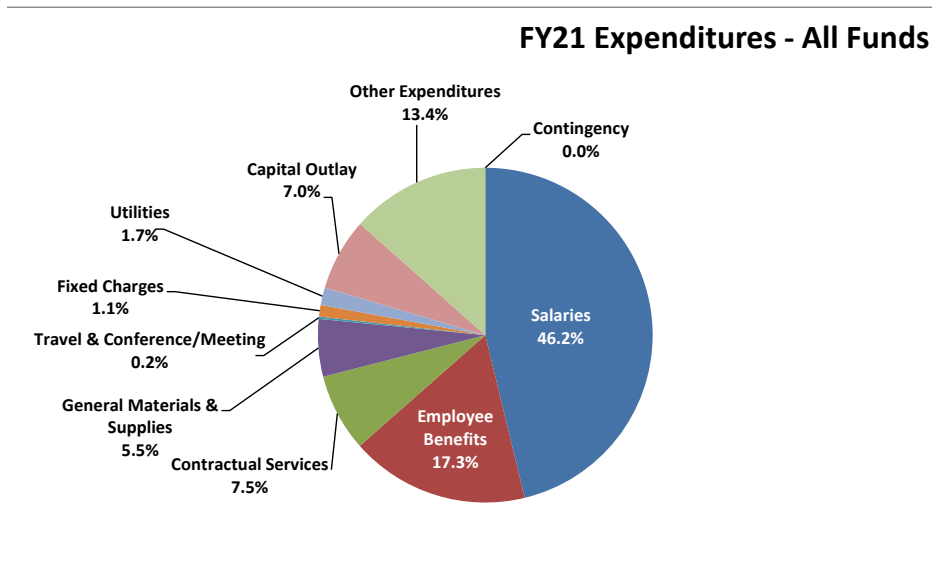
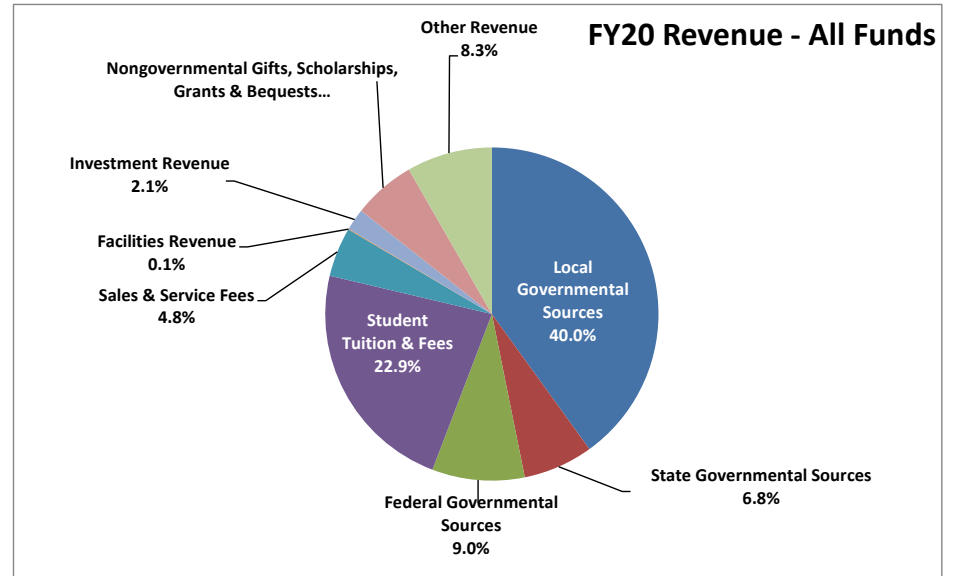


**All Funds Statement of Activities (Income Statement)**  
**April 30, 2021**

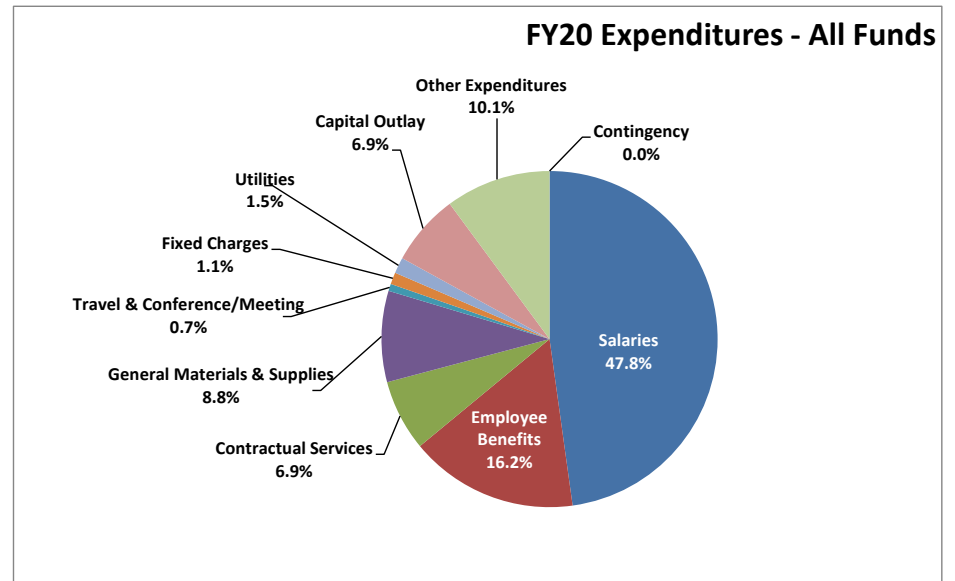
Total Revenue = \$ 56,969,941



Total Revenue = \$ 59,418,538



Total Expense = \$ 51,669,905



Total Expense = \$ 51,413,296

Operating Funds  
Net of SURS/Investments

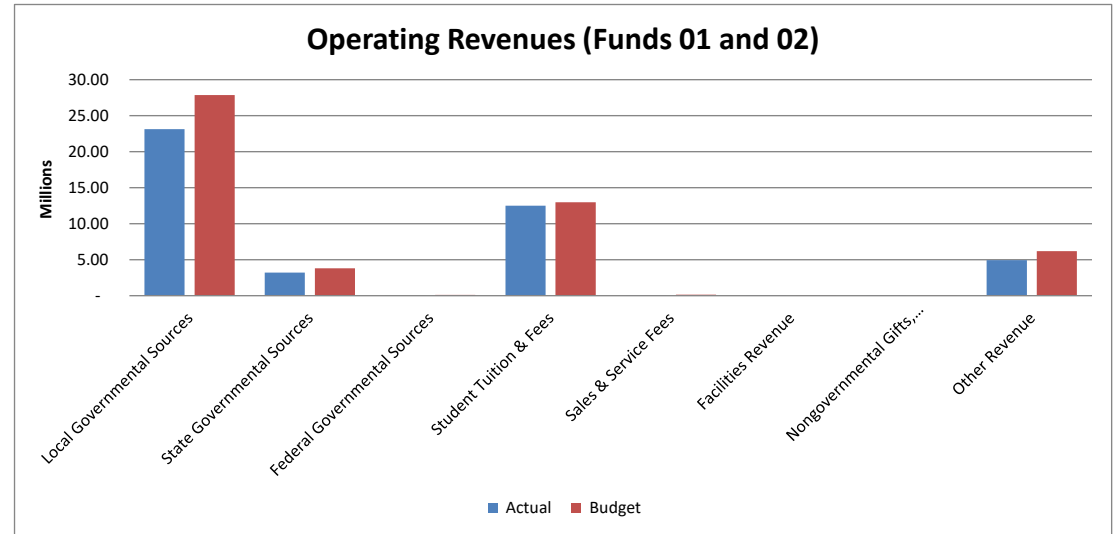
**Operating (Funds 01 & 02) Statement of Activities (Net of SURS/Investments)**

April 30, 2021

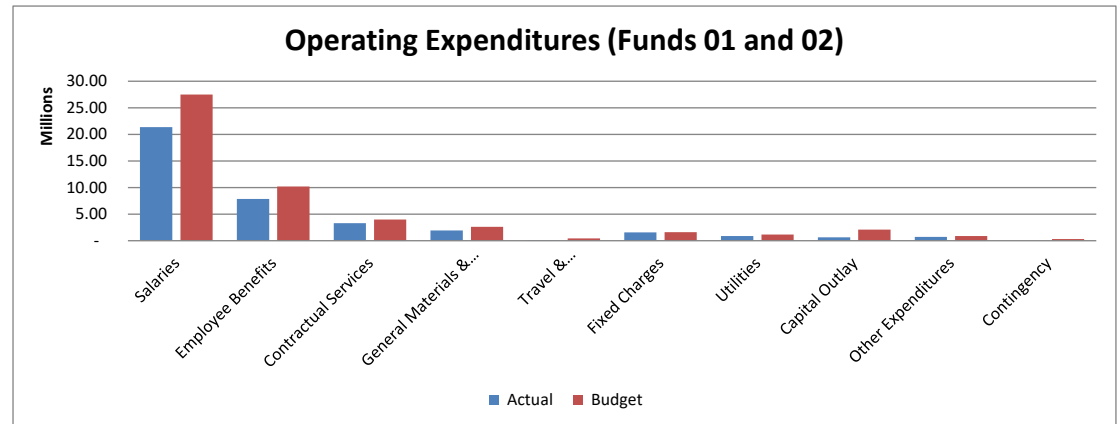
	FY21			FY21 YTD Actual to:		FY20	FY21 Act. Change Over
	YTD Actual	YTD Budget	Full Budget	YTD Bud.	Full Bud.	YTD Actual	FY20 Act.
<b>Revenue</b>							
Local Governmental Sources	\$ 23,123,703	\$ 23,122,204	\$ 27,872,558	100.0%	83.0%	\$ 22,573,955	\$ 549,748
State Governmental Sources	3,215,960	3,160,615	3,809,949	101.8%	84.4%	2,713,512	\$ 502,448
Federal Governmental Sources	50,261	101,718	122,615	49.4%	41.0%	1,965	\$ 48,296
Student Tuition & Fees	12,499,877	11,734,002	12,965,975	106.5%	96.4%	12,316,832	\$ 183,045
Sales & Service Fees	3,873	125,389	151,150	3.1%	2.6%	123,324	\$ (119,450)
Facilities Revenue	17,766	15,734	18,966	112.9%	93.7%	15,977	\$ 1,789
Nongovernmental Gifts	9,219	17,421	21,000	52.9%	43.9%	29,136	\$ (19,916)
Other Revenue	4,927,385	5,125,283	6,178,250	96.1%	79.8%	4,919,459	\$ 7,926
<b>Total Revenue</b>	<b>\$ 43,848,045</b>	<b>\$ 43,402,365</b>	<b>\$ 51,140,463</b>	<b>101.0%</b>	<b>85.7%</b>	<b>\$ 42,694,160</b>	<b>\$ 1,153,885</b>
<b>Expenditures</b>							
Salaries	\$ 21,354,955	\$ 22,823,821	\$ 27,512,873	93.6%	77.6%	\$ 21,551,526	\$ (196,571)
Employee Benefits	7,865,632	8,443,920	10,178,686	93.2%	77.3%	7,245,248	\$ 620,384
Contractual Services	3,282,623	3,294,023	3,970,765	99.7%	82.7%	2,878,893	\$ 403,730
General Materials & Supplies	1,942,442	2,161,167	2,605,169	89.9%	74.6%	2,694,568	\$ (752,126)
Travel & Conference/Meeting	97,684	363,742	438,471	26.9%	22.3%	247,151	\$ (149,467)
Fixed Charges	1,580,641	1,318,652	1,589,563	119.9%	99.4%	1,682,907	\$ (102,266)
Utilities	870,745	957,709	1,154,466	90.9%	75.4%	785,232	\$ 85,513
Capital Outlay	637,625	1,733,363	2,089,475	36.8%	30.5%	2,217,020	\$ (1,579,395)
Other Expenditures	724,294	746,713	900,122	97.0%	80.5%	586,993	\$ 137,301
Contingency	-	248,871	300,000	0.0%	0.0%	-	\$ -
<b>Total Expenditures</b>	<b>\$ 38,356,641</b>	<b>\$ 42,091,980</b>	<b>\$ 50,739,590</b>	<b>91.1%</b>	<b>75.6%</b>	<b>\$ 39,889,537</b>	<b>\$ (1,532,896)</b>
<b>Surplus/(deficit)</b>	<b>\$ 5,491,404</b>	<b>\$ 1,310,385</b>	<b>\$ 400,873</b>			<b>\$ 2,804,622</b>	<b>\$ 2,686,781</b>
Net Transfers Out/(In)	\$ 700,000		\$ 700,000			\$ 900,000	\$ (200,000)
<b>Net Operating Funds Surplus/(Deficit)</b>	<b>\$ 4,791,404</b>	<b>\$ 1,310,385</b>	<b>\$ (299,127)</b>			<b>\$ 1,904,622</b>	<b>\$ 2,886,781</b>
<i>Beginning Fund Balance</i>	<i>29,109,317</i>	<i>29,109,317</i>	<i>29,109,317</i>			<i>29,328,406</i>	
<i>Net Operating Funds Surplus/(Deficit)</i>	<i>4,791,404</i>	<i>1,310,385</i>	<i>(299,127)</i>			<i>1,904,622</i>	
<i>Add: Contingency (assumption is it is not used)</i>			<i>300,000</i>				
<b>Calculated YTD Ending Fund Balance (b)</b>	<b>\$ 33,900,720</b>	<b>\$ 30,419,702</b>	<b>\$ 29,110,190</b>			<b>\$ 31,233,028</b>	

**Operating Funds - Statement of Activities**  
**April 30, 2021**

	Actual	Budget
<b>Revenue</b>		
Local Governmental Sources	23,123,703.34	27,872,558.00
State Governmental Sources	3,215,959.57	3,809,949.00
Federal Governmental Sources	50,261.40	122,615.00
Student Tuition & Fees	12,499,877.14	12,965,975.00
Sales & Service Fees	3,873.36	151,150.00
Facilities Revenue	17,766.00	18,966.00
Nongovernmental Gifts, Scholarships, Grants & Bequests	9,219.13	21,000.00
Other Revenue	4,927,385.01	6,178,250.00
<b>Total Revenue</b>	<b>43,848,044.95</b>	<b>51,140,463.00</b>



<b>Expenditures</b>		
Salaries	21,354,954.98	27,512,873.00
Employee Benefits	7,865,632.21	10,178,686.00
Contractual Services	3,282,622.78	3,970,765.00
General Materials & Supplies	1,942,442.08	2,605,169.00
Travel & Conference/Meeting	97,684.10	438,471.00
Fixed Charges	1,580,641.26	1,589,563.00
Utilities	870,744.80	1,154,466.00
Capital Outlay	637,625.24	2,089,475.00
Other Expenditures	724,293.83	900,122.00
Contingency	-	300,000.00
<b>Total Expenditures</b>	<b>38,356,641.28</b>	<b>50,739,590.00</b>
<b>Excess/(deficit) of revenues over expenditures</b>	<b>5,491,403.67</b>	<b>400,873.00</b>



\*#N/A or "-" indicates that there is no activity to record for this category in Fund 01 or 02.