

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

February 14, 2023  
Committee of the Whole



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

**MINUTES**

**1. CALL TO ORDER**

Vice Chair Hoban called the meeting to order at 6:00pm.

**2. ROLL CALL**

Vice Chair Hoban asked Secretary Morton to take a roll call to include all Trustees attending.

Ken Florey – Legal Counsel

**Trustees Present**

Tom Allen  
Elizabeth Speros  
Molly Walsh  
Dale Morton  
Suzanne Hoban  
Carlos Arévalo  
Chase Filkins  
Michael Smith

**Also Present**

Dr. Clinton Gabbard- College  
President

**3.ACCEPTANCE OF AGENDA**

Agenda was accepted as submitted.

**4.ACCEPTANCE OF MINUTES:**

Motion: Move that the Committee of the Whole meeting minutes from November 8, 2022, are approved as amended. Trustee Arevalo motioned; seconded by Chair Allen. Motion approved.

**5. OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS**

There were no public comments submitted for this meeting.

**6. PRESIDENT’S REPORT: DR. CLINTON GABBARD**

**CATI Update**

Dr. Gabbard informed the Board that the awarded bidder hasn’t been responsive after some information was found in the vetting process and they’re moving to the next bidder. The college has asked the state to go in and pay for some of the cost and we will have further information at the next week’s Board meeting.

**Spring 2023 Scholarship Donor Appreciation Breakfast Recap**

On Friday, February 10, nearly 200 participants came together to celebrate and appreciate scholarship donors and their impact on MCC students. Through their generous support, MCC scholarships are made possible and continue to grow in size and contributions. The event also provided an opportunity to connect student recipients with their scholarship donor(s) for conversation. After robust discussions during breakfast, the event concluded with a touching program, which included two guest speakers: scholarship donor, Kathy Young (John and Kathy Young Automotive Scholarship); and student scholarship recipient, Gretl Diaz Perez (IME Becas, Friends of MCC Foundation Board Scholarship).

**MCC Scholarships by the Numbers**

Dr. Gabbard gave a snapshot of all the college’s scholarships.

**New MCC Retention System Launching Soon**

A college retention system is used to improve the student lifecycle through easy-to-use features, including:

texting/messaging capabilities; appointment scheduling; flagging at-risk students; and case notes/case closure notifications. In 2022, an MCC Retention Software Team was assembled to focus on investigating retention systems that can effectively serve our student population and increase our retention and communication efforts. The team included 34 members: 13 staff; 10 faculty; and 11 administrators. After a thorough investigation process of various systems, as well as gathering survey data from our team, we have identified a retention system that will best fit MCC's specific retention needs. A request to purchase this system will be brought to the Board of Trustees in the coming month.

### **Upcoming MCC Events – February 2023**

Dr. Gabbard shared upcoming campus events with the Board of Trustees.

#### **7. PRESENTATION-FOOD HUB**

Ms. Andrea Carbine with New Venture Advisors and Ms. Sheri Doyel, Director of CAL presented to the Board the findings from the market research on the Food Hub.

#### **8. JANUARY FINANCIAL STATEMENTS & BUDGET UPDATE AND TRANSFERS**

Mr. Tenuta provided a recap of the January financial statements. He also had a presentation on the budget and the transfers recommended.

#### **9. FUTURE AGENDA ITEMS/SUMMARY COMMENTS BY BOARD MEMBERS**

All Trustees welcomed Dr. Gail Phoenix to the team and wished her success.

Trustee Morton attended the scholarship breakfast, and he enjoyed the conversations with donors and students.

Chair Allen also attended the scholarship breakfast and got to learn more about the students at the table.

Trustee Walsh requested that we focus on retention when the 10-day enrollment report is presented. She also enjoyed the scholarship breakfast.

Trustee Speros attended the scholarship breakfast as well and enjoyed it.

Vice Chair Hoban also attended the scholarship breakfast, she appreciated the program and the powerful speeches by the donor recipients. She also enjoyed the meet and greet with the new employees.

#### **10. CLOSED SESSSION**

At 8:00pm, Vice Chair Hoban asked for a motion to move into Closed Session under Illinois Open Meetings Act 120/2 (c)Exception #1, Personnel, #5 The purchase or lease of real property & and Exception #21 – Review of Closed Session Minutes. Trustee Walsh motioned; Chair Allen seconded. The roll was called, and all voted in favor.

At 8:25pm, Trustees came out of closed session.

#### **11. APPROVAL OF CLOSED SESSION MINUTES**

Motion: Move that the Board of Trustees approve the closed session minutes from the January Board of Trustees meeting as amended. Chair Allen motioned; Trustee Arevalo seconded. Motion approved.

#### **12. ADJOURNMENT**

Hearing no further business, Vice Chair Hoban declared the meeting adjourned at 8:27pm.

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Denisa J. Shallo, Recording Secretary

Dale Morton, Board Secretary