

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

Thursday, March 27, 2025  
Regular Board of Trustees Meeting



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

**MINUTES**

**1. CALL TO ORDER**

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

**2. ROLL CALL**

Chair Hoban asked Vice Chair Morton to serve as Secretary. She then asked him to take a roll call.

**Trustees Present**

Suzanne Hoban  
Dale Morton  
Tom Allen  
Molly Walsh  
Tess Reinhard  
Elizabeth Speros

**Also Present**

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

**Trustees Not Present**

Alyssa Kueffner  
Adonia Fulk

**3. COLLEGE MISSION STATEMENT**

Chair Hoban recited the College Mission Statement.

**4. ACCEPTANCE OF AGENDA**

The agenda was accepted as submitted.

**5. ACCEPTANCE OF MINUTES**

Motion: Move that the Board of Trustees approve the minutes from the Regular Board of Trustees Meeting, February 27, 2025. Trustee Allen motioned; Trustee Reinhard seconded. Motion approved.

**6. OPEN FOR RECOGNITION OF VISITORS / PUBLIC COMMENTS**

No public comments.

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

**Spring 2025 Enrollment Census Report**

Dr. Gabbard shared a presentation with the Board on Spring Enrollment update. Questions and discussion followed.

**The Luecht Historical Collection – Engagement Update**

The Luecht Historical Collection (TLHC) at MCC was introduced to the College community earlier this spring. Since January, several events have already taken place in the space, and more are being scheduled. Efforts to invite MCC students and other students in history courses (including dual credit students) are being prioritized.

**Phi Theta Kappa 2024 College Project**

Members of Phi Theta Kappa (PTK) explored a 2024 project topic focused on how current students seek out and find information about college events and resources. In initial planning discussions, members met with the College’s Vice President of Marketing, Communications, and Development and the Director of Institutional Research to talk through recommended questions to ask students and how to solicit feedback. Two activities were then conducted to generate feedback:

- QR Code Experiment – A series of unique QR codes were used in various campus locations to identify where students looked for information and effectively track student responses. A gift card incentive was used to encourage participation. Results indicated that Canvas and The Flush (restroom stalls) were the two primary sources accessed.

- Feedback Sessions – PTK facilitators recruited student participants in the MCC Café and Commons, then invited them into CO/LAB B to provide feedback. Interactive boards with sticky notes were set up to allow for input, and participants were entered into an Amazon gift card drawing for their input. Refreshments were also provided.

Feedback gathered from over 200 student responses reinforced that Canvas, The Flush, and posters on campus were mentioned as the top locations where students find information. Many participants mentioned that they often learn about activities and attend events because they are invited by a friend or there are incentives, such as food or prizes. In general, feedback indicated that when students do not use resources promoted, it is often due to time constraints, a lack of interest in the specific event, or a lack of need for the highlighted services. PTK members presented project results to members of MCC's Marketing team and Admissions & Recruitment team, along with a collaborative discussion to identify additional opportunities to effectively share information with students in the future.

### **Upcoming MCC Events**

Dr. Gabbard gave an overview of upcoming events of the College.

#### **8. STAFF COUNCIL REPORT**

Mr. David Behrens, President of MCC Staff Council updated the Board on MCC Staff Council activities.

#### **9. APPROVAL OF CONSENT AGENDA**

**Motion:** Move that the Board of Trustees approve the consent agenda as presented. Trustee Allen motioned; Trustee Walsh seconded. Questions and discussion followed. Motion approved.

#### **For Approval**

##### **A. Executive Summary and Financial Statements**

1. Executive Summary, Board Report #25-32
2. Treasurer's Report, Board Report #25-33
3. Ratification for Accounts Payable January Check Register, Board Report #25-34

##### **B. Request to Approve/Implement/Lease/Purchase/Renew/Replace/Upgrade**

1. 2024 MCC Health Sciences Renovations, Board Report #25-35
2. Boiler Replacement – Building E, Board Report #25-36
3. Gas Metal Arc Welding (GMAW) Machine, Board Report #25-37
4. Coordinate Measuring Machine, Board Report #25-38
5. Baileigh RDB-250 Tubing Bender, Report #25-39
6. Computer Numerical Control (CNC) Press Brake, Board Report #25-40
7. Fanuc CRX-10S Welding Robot, Board Report #25-41
8. Laser Cutter, Board Report #25-42
9. DualEnroll Software Platform for Dual Credit Registration, Board Report #25-43

##### **C. Personnel**

1. Appointment of Replacement Administrator, Director of MCC Store, Board Report #25-44
2. Administrative Appointments for FY 2026, Board Report #25-45

#### **10. ACTION ON ITEMS REMOVED FROM CONSENT AGENDA**

No items were removed from the consent agenda.

#### **11. AUTHORIZATION OF FY 2025 NON-MANDATORY TRANSFERS OF FUNDS, Board Report #25-46**

Motion: Move that the Board of Trustees approves that the Board of Trustees approves the following non-mandatory transfer of funds of \$6,728,137.00. Trustee Allen motioned; Trustee Reinhard seconded. Motion approved.

#### **12. REQUEST TO GRANT TITLE AND BENEFITS OF FACULTY EMERITUS, DAVID WHITE, Board Report #25-47**

Motion: Move that the Board of Trustees approves the title and benefits of Faculty Emeritus for David White. Trustee Walsh motioned; Trustee Allen seconded. Motion approved.

13. FOR INFORMATION REPORT

Chair Hoban reminded the Board that all information reports were included in the packet.

14. FUTURE AGENDA ITEMS/SUMMARY COMMENTS BY BOARD MEMBERS

Trustee Walsh enjoyed the Sustainability Report. She was excited that the college is partnering with Tradition Energy to research and implement the acquisition of community solar energy bill credit.

Vice Chair Morton asked how scholarships applications are going. Ms. Haggerty responded they are going great, and we have exceeded what we had last year at this time. There are a lot of applications that are in process but haven't been completed, we might extend the deadline to accommodate those students.

Trustee Reinhard thanked the Staff Council President for his report and the story he shared. She appreciated the enrollment report and was impressed by the enrollment numbers. She also asked whether Dr. Gabbard could keep the Board informed if the student loan process eventually goes to private banks as opposed to government funding, and whether that would affect the debt load for our student population going forward. Dr. Gabbard responded that thankfully very few of our students take out loans, but he will keep the Board informed of any changes.

Trustee Allen appreciated the enrollment presentation and was glad to hear that our dual credit enrollment continues to rise.

Chair Hoban was delighted to see that the health science interior renovations are coming through and the addition of that program will be fantastic. She requested that we don't have a Board meeting during spring break next year.

15. CLOSED SESSION

At 6:58pm Chair Hoban asked for a motion to move into Closed Session under Illinois Open Meetings Act 120/2 (c), Exception #21-Review of Closed Session Minutes. Trustee Walsh motioned; Trustee Reinhard seconded. On a roll call all were in favor.

16. ACCEPTANCE OF CLOSED SESSION MINUTES: October 24, 2024 and November 21, 2024 Regular Board Meeting Closed Session Minutes.

Motion: Move that the Board of Trustees approve the closed session minutes from October 24, 2024 and November 21, 2024, Regular Board Meeting. Trustee Allen motioned; Trustee Walsh seconded. Motion approved.

17. ADJOURNMENT

Hearing no further business, Trustee Allen motioned to adjourn, seconded by Trustee Reinhard. All voiced aye and the meeting adjourned at 7:16 p.m.

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Denisa J. Shallo, Recording Secretary

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Alyssa Kueffner, Board Secretary