

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

Thursday, April 24, 2025  
Organizational Meeting



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

**MINUTES**

**1. CALL TO ORDER**

Chair Allen called the meeting to order at 7:43pm

**2. ROLL CALL**

Chair Hoban asked Secretary Kueffner to take a roll call.

**Trustees Present**

Suzanne Hoban  
Elizabeth Speros  
Dale Morton  
Tom Allen  
Tess Reinhard  
Alyssa Kueffner  
Linnea Kooistra (sworn in at this meeting)

**Also Present**

Dr. Clinton Gabbard- College President  
Kevin Noll – Legal Counsel

**3. ACCEPTANCE OF AGENDA**

The agenda was accepted as presented.

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

There were no visitors nor public comments for the Board.

**5. OATH OF OFFICE FOR BOARD TRUSTEES**

Chair Hoban introduced the Board's newly elected Trustees, Ms. Linnea Kooistra for a six-year term, and re-elected trustees Ms. Tess Reinhard and Mr. Tom Allen for a six-year term. Chair Hoban administered the Oath of Office to each of the trustees.

**6. ELECTION OF BOARD OFFICER(S)**

Chair Hoban opened the floor for nominations for the position of Board Chair. Trustee Morton nominated Trustee Hoban for Board Chair, Trustee Reinhard seconded. No other nominations were made, and there was no discussion. The roll was called and all trustees voted in favor of Trustee Hoban. The announcement was made that Suzanne Hoban will serve as Board Chair for the coming year.

Chair Hoban announced that the floor was open for nominations for the position of Vice Chair. Trustee Reinhard nominated Trustee Morton, and Trustee Kueffner seconded the motion. No other nominations were made, and there was no discussion. The roll was called with all voting in favor of Trustee Morton. The announcement was made that Dale Morton will serve as Board Vice Chair for the coming year.

Chair Hoban announced that the floor was open for nominations for Board Secretary. Trustee Allen nominated Trustee Kueffner and Trustee Morton seconded the motion. There were no other nominations, and there was no discussion. The roll was called, and all voted in favor of Trustee Kueffner. The announcement was made that Alyssa Kueffner will serve as Board Secretary for the coming year.

7. RESOLUTION TO CONTINUE RULES, REGULATIONS AND POLICIES

Motion: Move that the Board of Trustees approve to continue the established rules, regulations and policies. Trustee Reinhard motioned; Trustee Allen seconded. Motion approved.

8. RESOLUTION TO SET BOARD MEETING DATES AND TIMES

Motion: Move that the Board of Trustees approve the Board meeting dates, noting that meetings would start at 6:00pm and there would be no meetings held in July or December. Trustee Allen motioned; Trustee Morton seconded. Motion approved. Board meeting dates and times for 2025-2026 may be viewed online at [www.mchenry.edu/board](http://www.mchenry.edu/board)

9. APPOINTMENT OF TREASURER

Motion: Move that the Board of Trustees approve to appoint Mr. Robert Tenuta as Treasurer. Trustee Speros motioned; Trustee Allen seconded. Motion approved.

10. APPOINTMENT OF BOARD ATTORNEY

Motion: Move that the Board of Trustees approve that Robbins Schwartz be retained as Board Attorney for one year to handle litigation, Freedom of Information Act requests, bargaining unit contract negotiations advice, issues concerning education law, and attending Board meetings and Dan Curran Law, P.C., be retained for one year to handle attending Board meetings, any local issues related to real estate, county or city issues, and routine advice not dealing with education/school law. Trustee Allen motioned; Trustee Reinhard seconded. Motion approved.

11. APPOINTMENT OF COMMITTEE STRUCTURE

Motion: Move that the Board of Trustees approve to adopt the committee structure for both the Evaluation and Policy Committee and the Finance and Audit Committee for the coming year. Trustee Kooistra motioned; Trustee Speros seconded. Motion approved. Trustee Kooistra and Trustee Speros will be serving on the Finance and Audit Committee. Chair Hoban and Trustee Allen will be serving on the Evaluation and Policy Committee.

12. APPOINTMENT OF FOUNDATION LIAISON AND ALTERNATE

Trustee Allen will be Foundation Liaison with Trustee Morton as alternate.

Motion: Move that the Board of Trustees appoint Trustee Allen as Foundation Liaison and that Trustee Morton be appointed as alternate for the coming year. Trustee Reinhard motioned; Trustee Kooistra seconded. Motion approved.

13. APPOINTMENT OF ICCTA REPRESENTATIVE AND ALTERNATE

Trustee Reinhard and Trustee Speros volunteered to be ICCTA representative/alternate for the coming year.

Motion: Move that the Board of Trustees appoint Trustee Reinhard as the ICCTA representative, and that Trustee Speros be appointed as alternate for the coming year. Trustee Kooistra motioned; Trustee Allen seconded. Motion approved.

14. ADJOURNMENT

Hearing no further business, Trustee Allen motioned to adjourn, seconded by Trustee Morton. All voiced aye and the meeting adjourned at 7:57pm.