

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

Thursday, May 29, 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 Secretary Kueffner to take a roll call.

Trustees Present

Suzanne Hoban
Dale Morton
Tom Allen
Linnea Kooistra
Tess Reinhard
Elizabeth Speros
Alyssa Kueffner

Also Present

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

Trustees Not Present

Tom Allen

3. COLLEGE MISSION STATEMENT

Secretary Kueffner 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 Final Meeting of the Retiring Board, April 24, 2025; Organizational Meeting, April 24, 2025 and First Meeting of Newly Organized Board, April 24, 2025. Vice Chair Morton motioned; Trustee Reinhard seconded. Motion approved.

6. OPEN FOR RECOGNITION OF VISITORS / PUBLIC COMMENTS

No public comments.

7. PRESIDENT'S REPORT: DR. CLINTON GABBARD

MCC Hosts 4th Annual Dual Credit Professional Development Day

A total of 141 Dual Credit instructors attended the 4th Annual Dual Credit Professional Development Day on Wednesday, May 28 at MCC. Several MCC areas, including Admissions, University Center at MCC, Library, Center for Teaching and Learning, Records & Registration, Academic Council Assessment Team, and College and Career Readiness, collaborated to offer six break-out sessions in the morning. Department breakouts were hosted by MCC Faculty Dual Credit Liaisons in the afternoon.

The Dual Credit Instructor of the Year was also presented during the event. This award was chosen from four nominees submitted by MCC faculty. The award was presented to Beth Marshall from Richmond-Burton Community High School; she has taught Introduction to Mass Communication since 2022.

MCC in the News – Recent Coverage

Dr. Gabbard shared an article with the Board of Trustees from the Daily Herald on no MCC's decision not to increase tuition and fees for fiscal year 2026.

He also shared an article from the same publication on the 5th annual health care industry forum at MCC.

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. ATTORNEY REPORT

Mr. Florey, legal counsel, circulated the last publication from Robbins Schwartz on DEI.

10. APPROVAL OF CONSENT AGENDA

Motion: Move that the Board of Trustees approve the consent agenda as presented. Trustee Kooistra motioned; Vice Chair Morton seconded. Questions and discussion followed. Motion approved.

For Approval

A. Executive Summary and Financial Statements

1. Executive Summary, Board Report #25-59
2. Treasurer's Report, Board Report #25-60
3. Ratification for Accounts Payable April Check Register, Board Report #25-61

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

1. Medication Dispensing Machines from DiaMedical USA, Board Report #25-62
2. MCC Duplication Center Services for FY 2026, Board Report #25-63
3. Duplication Center Printing Services for FY 2026, Board Report #25-64
4. Additional Outdoor Billboard Advertising, Board Report #25-65
5. Radio Advertising for FY 2026, Board Report #25-66
6. InfoSight Managed Security Services, Board Report #25-67
7. Modern Campus Lifelong Learning Workforce and Community, Board Report #25-68
8. Custodial and Paper Products, Board Report #25-69
9. Three-Year Lease of Two 15-Passenger Buses, Board Report #25-70
10. Award Preferred Contractors for Campus Painting Services, Board Report #25-71
11. Minimum Qualifications for Full-Time Faculty 2025-2026 Academic Year-Amended, Board Report #25-72
12. Course Fees for FY 2025-2026-Amended, Board Report #25-73

C. Personnel

1. Appointment of New and Replacement Administrators, Board Report #25-74
2. Approval of New and Replacement Faculty Appointments, Board Report #25-75

11. ACTION ON ITEMS REMOVED FROM CONSENT AGENDA

No items were removed from the consent agenda.

12. APPROVE AMENDMENT TO THE PRESIDENT'S EMPLOYMENT AGREEMENT

Motion: Move that the Board of Trustees approve the changes to the president's employment agreement. Trustee Reinhard motioned; Trustee Speros seconded. Motion approved.

13. APPROVAL OF MOTION TO RELEASE CLOSED SESSION MINUTES AS A RESULT OF THE SEMIANNUAL REVIEW OF CLOSED SESSION MINUTES

Motion: Move that the Board of Trustees approve to release closed session minutes from the March 26, 2025 meeting as a result of the semiannual review of closed session minutes. Trustee Reinhard motioned; Trustee Kooistra seconded. Motion approved.

14. FOR INFORMATION REPORT

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

15. FUTURE AGENDA ITEMS/SUMMARY COMMENTS BY BOARD MEMBERS

Vice Chair Morton was pleased to see all the replacement administrators and faculty appointments in the Board reports.

Trustee Kooistra stated that the Woodstock Independent has given the college a lot of press and she wrote a letter to thank them. She attended the distinguished alumni event, and it was great to learn about their stories and struggles they had when they started out. She thought it was a great event.

Trustee Kueffner attended the commencement ceremony and thought it was a wonderful event. She was pleased to see how many of our students chose to walk at the ceremony.

Chair Hoban congratulated Kim Hankins for being recognized in the 2024 Woman of Distinction and there was a great write up in the Northwest Herald about it. She also congratulated Trustee Kooistra for being on the cover of the May edition of Prairie Farmer magazine.

16. ACCEPTANCE OF CLOSED SESSION MINUTES: April 24, 2025 Regular Board Meeting Closed Session Minutes. Motion: Move that the Board of Trustees approve the closed session minutes from April 24, 2025 Regular Board Meeting. Trustee Kooistra motioned; Vice Chair Morton seconded. Motion approved.

17. ADJOURNMENT

Hearing no further business, Trustee Allen motioned to adjourn, seconded by Trustee Walsh. All voiced aye and the meeting adjourned at 6:37 p.m.

Denisa J. Shallo, Recording Secretary

Alyssa Kueffner, Board Secretary