

AGENDA ITEM II.A

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
LINCOLN LAND COMMUNITY COLLEGE
ILLINOIS COMMUNITY COLLEGE DISTRICT #526**

The regular meeting of the Board of Trustees of Lincoln Land Community College, Illinois Community College District #526 was held on Wednesday, January 25, 2023 at 5:22 p.m.

II. Consent Agenda

MOTION NO. 01-25-23-2:

Mr. Gates moved to:

- x approve the minutes of the regular meeting of December 12, 2022;
- x ratify disbursements of the bi-monthly checks, E-commerce refunds, ACH and Wire transactions issued during December 2022, and ratify the December 31, 2022 Treasurer's Report;
- x ratify out of state travel;
- x approve out of state travel;
- x ratify the purchase of a 2023 Kia Carnival from Green Kia with a total commitment of \$31,479.24 in accordance with the terms, conditions, and specifications of Invitation to Bid #FY2023-07;
- x approve Tekton to provide an assortment of tools to Lincoln Land Community College with a total commitment of \$79,503, in accordance with the terms, conditions and specifications of Invitation to Bid #FY2023-08;
- x approve the one-year agreement for the Salesforce CRM system at a total cost of \$37,963.56;
- x extend the LLCC Foundation farm lease with Jems Family Farm, Inc. for a three-year period at a cash rent of \$310 per acre with the terms and conditions of the farm lease agreement;
- x approve combining the Main Campus Parking Lot, Drives & Signage and Main Campus Parking Lot Repair – Phase 1 to create one project titled Main Campus Parking Lot, Drives, & Signage Project;
- x accept the proposal from GHR Engineers and Associates, Inc. in the amount of \$31,100 to provide design services for the Sangamon & Cass Mechanical Upgrades project;
- x and approve the Deferred Maintenance Capital Project for Fire Alarm System Upgrades and LLCC Restricted Funds.

Dr. Davis seconded.

Upon roll call vote, those members voting aye were Dr. Davis, Mr. Elmore, Mr. Findley, Mr. Fulgenzi, Mr. Gates, Mr. Harris-Patel (advisory), Mr. Holaway, and Mr. Rosenthal. PASSED

III. Action Agenda

A. Policies

1. Revision to Board Policy 7.7 – Construction and Change Orders

The following is a proposed change to Board Policy 7.7 - Construction and Change Orders

Policy Statement: Construction change orders that would cause the construction project to exceed the Board approved project contingency shall be submitted to the Board for prior approval. ~~Change orders for any construction project that do not cause the project to exceed the Board approved project contingency will be presented to the Board for ratification at the next regular meeting.~~

E. Information Technology Items – None

F. Executive Division Items - None

IV. Information Items

A. Staff Reports

1. Academic Services - None
2. Student Services – None
3. Administrative Services
 - a. Position Vacancies and Hires

The item has been updated.

- b. Construction Progress Update
- c. Monthly Financial Report
- d. Quarterly Budget Transfer Report

The transfer report reflects transfers at the end of the second quarter of this fiscal year.

We continue to be well within statutory requirements limiting the amount of transfers to 10% or less in any fund.

4. Information Technology – None
5. Executive Division
 - a. Review of Agenda Master Calendar

Ms. Raymond arrived at 5:38 p.m.

B. President's Report

Dr. Warren reported that enrollment was up 5.19% and discussed enrollment in various disciplines.

Applications are being accepted for free health care training through the PATH (Pipeline for the Advancement of the Healthcare Workforce) program. PATH, funded through an Illinois Community College Board grant, seeks to address the worker shortage in health care by removing financial and other barriers for eligible students. Free tuition, fees and books; a monthly stipend; rental, childcare, transportation and other assistance are provided. In addition to three levels of nursing, PATH covers training in 14 other health care fields.

LLCC will receive nearly \$60,000 in funds from the U.S. Department of Education to support the creation of an open educational resource (OER) textbook and materials. A team of LLCC

G. Report from Facilities Services Council - None

H. Chairman's Report - None

I. Secretary's Report - None

J. Foundation Report

Upon roll call vote, those members voting aye were. Dr. Davis, Mr. Elmore, Mr. Fulgenzi, Mr. Gates, Mr. Harris-Patel (advisory), Mr. Holaway, Ms. Raymond, and Mr. Rosenthal.
PASSED

MOTION NO. 1-25-23-9:

Ms. Raymond moved to approve and release the closed session minutes of the following Board meetings (except for portions of such minutes that have been redacted for the reason that the need to maintain confidentiality continues to exist):

Regular Board Meeting, July 27, 2022
Regular Board Meeting, August 24, 2022
Regular Board Meeting, September 28, 2022
Regular Board Meeting, October 19, 2022
Regular Board Meeting, November 16, 2022

Upon roll call vote, those members voting aye were. Dr. Davis, Mr. Elmore, Mr. Fulgenzi, Mr. Gates, Mr. Harris-Patel (advisory), Mr. Holaway, Ms. Raymond, and Mr. Rosenthal.
PASSED

VIII. Adjournment

There being no further business before the Board, the meeting adjourned at 6:36 p.m.


Chairman Elmore

Secretary Raymond

**RESOLUTION ABATING THE 2022 TAX LEVY FOR THE
LINCOLN LAND COMMUNITY COLLEGE (COMMUNITY
COLLEGE DISTRICT NO. 526) GENERAL OBLIGATION BONDS
(ALTERNATE REVENUE SOURCE), SERIES 2019**

WHEREAS, Lincoln Land Community College (Community College District No. 526), Counties of Sangamon, Bond, Cass, Christian, DeWitt, Fayette, Green, Logan, Macon, Macoupin, Mason, Menard, Montgomery, Morgan and Scott, and State of Illinois (the “District”) issued its \$7,500,000 General Obligation Bonds (Alternate Revenue Source), Series 2019 (the “Bonds”) pursuant to a resolution adopted February 27, 2019 (the “Bond Resolution”) by the Board of Trustees of the District (the “Board”); and

WHEREAS, the Bond Resolution has a 2022 tax levy collectable in 2023 to pay principal and interest coming due on the Bonds (the “Tax Levy”), and provides that the District may abate the Tax Levy if the District has funds in the amount of the Tax Levy irrevocably on deposit in the Bond Fund; and

WHEREAS, the Board finds that the Bond Fund does now contain funds irrevocably on deposit in the amount of the Tax Levy with which the District will pay principal and interest on the Bonds next coming due.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF LINCOLN LAND COMMUNITY COLLEGE (COMMUNITY COLLEGE DISTRICT NO. 526), SANGAMON COUNTY, ILLINOIS, AS FOLLOWS:

Section 1. Incorporation of Preambles. The Board finds that the recitals contained in the preambles to this Resolution are true and correct and does incorporate such recitals into this Resolution by this reference.

Section 2. Determination to Abate Tax Levy. The Board elects to abate the Tax Levy and authorizes and directs the Treasurer of the District to file all such documents and certificates with the County Clerks of the counties in which the District is located directing the County Clerks to abate the Tax Levy.

Adopted: _____

Chairman

ATTEST:

Secretary

AGENDA ITEM II.A

MEMORANDUM

TO: Members, LLCC Board of Trustees
FROM: Charlotte J. Warren
President
SUBJECT: Personnel Matters
DATE: January 25, 2023

We recommend the following personnel actions:

ADMINISTRATOR

A. Resignation

<u>NAME</u>	<u>POSITION</u>	<u>DEPARTMENT</u>	<u>EFFECTIVE DATE</u>
Vern Lindquist	Vice President	Academic Services	01/11/2023
Roslyn Simmons-Lindsay	Director	PATH Program	02/15/2023
Kelli Sinclair	Vice President	Student Services	06/30/2023

- B. Approve a 25% interim increase to the base salary of Jason Dockter, Associate Vice President-Academic Services, to assume the role of Interim Vice President, Academic Services. This assignment will be effective January 9, 2023 and continue until the position is filled.
- C. Approve a 7.5% interim increase to the base salary of Joel Dykstra, Dean-English and Humanities, to assume the role of Interim Associate Vice President, Academic Services. This assignment will be effective January 9, 2023 and continue until further notice.
- D. Approve a 10% interim increase to the base salary of Adam Watkins, Dean-Arts and Communication, to assume administrative responsibilities of the English and Humanities department in Joel Dykstra's absence. This assignment will be effective January 9, 2023 and continue until further notice.
- E. Approve a 25% interim increase to the base salary of Shanda Byer, Associate Vice President

G. Approve a change in salary grade for Alison Mills. The Director, Financial Aid position will now be placed in salary grade L effective February 1, 2023.

Cockayne, Darlene	PSY-101-37	CN - Intro to Psychology
Coderko, Maria	MAT-104-10	General Education Mathematics
Coderko, Maria	MTC-001-01	Math Center
Collins, Josh	ESI-101-02	Employability Skills
Collins, Todd	MAT-141-15	Introductory Statistics
Constant, Marlana	ECE-205-01	Guidance and Discipline
Curry, Dr. John	BIO-175-11	Human Anatomy & Physiology I
Curry, Dr. John	BIO-176-12	Human Anatomy & Physiology II
Daniel, Pamela	CMN-101-14	Public Speaking Fundamentals
Daniel, Pamela	CMN-101-10	Public Speaking Fundamentals

Gwaltney, Rebecca	OTA-102-01	Therapeutic Media
Hacker, Dianne	NAS-101-02	Basic Nurse Assistant
Hamm, Dr. Cynthia	CMN-101-29	Public Speaking Fundamentals
Harris, Colleen	THE-101-01	Theatre Appreciation
Hayes, Richard	PSY-101-04	Introduction to Psychology
Holmes, Marcus	CLA-132-01	Food Production II
Horsthemke, Raven	DMS-109-01	Scanning Lab II
Horsthemke, Raven	DMS-109-02	Scanning Lab II
Howland, Ryan	CRJ-114-02	Introduction to Human Services
Huddleston, Keith	PSY-220-03	Human Development
Huffman, Kristen	BIO-220-02	Microbiology
Huffman, Kristen	BIO-176-02	Human Anatomy & Physiology II
Johnson, Kevin	AUT-121-02	Basic Automotive Electronics
Jones, Andrew	PSY-101-28	Introduction to Psychology
Katz, Barnaby	PHI-205-02	Ethics: Morality & Contemporary Values
Katz, Barnaby	HUM-101-04	Intro to Humanities
Kayma, Bob	MCS-160-01	Pathophysiology for Coders
Kean, Charles	EMS-110-01	Advanced EMT - Medical/Trauma
Kimbro, Brandon	AUT-105-02	Fuel & Fuel Systems
Kimbro, Brandon	AUT-107-02	Steering and Alignment
Kirsch, Kevin	ENG-101-01	Engineering Graphics
Koning, Erik	CAD-151-01	Fund of Computer-Aided Draft
Kulavic, 0.00dsyen1Kbrctw 5.8b04 Tc-0005(r6-2)(P)00004-TC-0B (a)(5)(D)UO (Ex)Tjv.0		

Myers, Edward
Myers, Edward

EGL-100-08
EGL-101-18

Intro to Comp w/EGL 101 18
Comp I w/EGL 100 08