

**JOHN A. LOGAN COLLEGE**  
Carterville, Illinois

Minutes of the regular meeting of the Board of Trustees of Community College District No. 530, Counties of Williamson, Jackson, Franklin, Perry, and Randolph, State of Illinois, held at Carterville, Illinois, on Tuesday, September 29, 2020, commencing at 7:00 p.m. Per the COVID-19 Executive Order issued by the Governor of the State of Illinois, the meeting was held via video/conference call.

The meeting was called to order by Chair Bill Kilquist.

The Chair directed the recording secretary to call the roll. Due to technical difficulties, some of the members were present on the call but remained muted and unable to respond.

Rebecca Borgsmiller	-- present
Ray Hancock	-- present
Bill Kilquist	-- present
Mandy Little	-- present
Glenn Poshard	-- present (muted)
Jake Rendleman	-- present
Aaron Smith	-- present
Joshua Payne	-- present

Also present were President Ron House, Rhett Barke, legal counsel, Vice-Presidents Melanie Pecord and Brad McCormick, Susan May, recording secretary to the Board of Trustees, and Scott Elliott, executive director of integrated technology.

Chair Kilquist led the Board in the Pledge of Allegiance.

**MINUTES OF THE AUGUST REGULAR MEETING**

Minutes of the August 25, 2020, regular meeting were previously distributed.

Aaron Smith and Mandy Little moved and seconded that the Board of Trustees approve the minutes of August 25, 2020.

Upon roll call, all members present voted yes. Motion carried. Trustee Poshard affirmed his yes vote when his audible connection was restored at 7:34 p.m.  
(Resolution #16-4125)

**TREASURER'S AND FINANCIAL REPORTS (Appendix I and II)**

The treasurer's and financial reports for the period ending June 30, 2020, and July 31, 2020, were previously distributed.

Aaron Smith and Ray Hancock moved and seconded that the Board of Trustees approve the treasurer's and financial reports for the period ending June 30, 2020, and July 31, 2020.

Upon roll call, all members present voted yes. Motion carried. Trustee Poshard affirmed his yes vote when his audible connection was restored at 7:34 p.m.  
(Resolution #16-4126)

## **EXPENDITURE LIST (Appendix III)**

The expenditure list for the period ending August 31, 2020, was previously distributed.

Jake Rendleman and Aaron Smith moved and seconded that the Board of Trustees approve the expenditure list for the period ending August 31, 2020.

Upon roll call, all members present voted yes. Motion carried. Trustee Poshard affirmed his yes vote when his audible connection was restored at 7:34 p.m.  
(Resolution #16-4127)

## **OPPORTUNITY FOR PUBLIC COMMENTS/QUESTIONS**

There were no public comments or questions.

## **BOARD OF TRUSTEES REPORTS**

### **A. Comments by Board Chair**

Chair Bill Kilquist reported that the Presidential Search Screening Committee should complete their review of applications for the Presidency of John A. Logan College by October 12. Chair Kilquist commended the members of the Committee for their diligence in completing this task. The College received 55 applications, and 35 applications were deemed complete. Chair Kilquist requested that the Board set a meeting for an executive session to discuss the Screening Committee's recommendation. It was determined that the Board would hold a special in-person meeting Tuesday, October 20, at 7:00 p.m.

### **B. Athletics Advisory Committee**

No report.

### **C. Building, Grounds, and Safety Committee**

No report.

### **D. Board Policy Committee**

Trustee Mandy Little reported that the Board Policy Committee met on September 10 and discussed changes to Board Policy presented later on the agenda. A code of conduct document was sent to the Board for review and will be included in the orientation packet for new Board members. Trustee Little added that she would be checking on availability for a Board Policy Committee meeting in October.

### **E. Budget and Finance Committee**

Trustee Aaron Smith reported that the Committee met on August 31. Vice-President McCormick added that the meeting primarily consisted of a presentation including multiple scenarios of capital financing and amortization schedules from the College's financial advisor. There was discussion, if approved, to complete the process before Vice-President McCormick retires on December 31.

### **F. Integrated Technology Committee**

Trustee Rebecca Borgsmiller reported that the IT Committee met virtually on September 15. The department has thirty-two more computers with Windows 10 operating system to replace, and Jenzabar One is on target to go live in March as anticipated. The IT Department received fewer requests for laptops from students this fall, which may be due to the fact that laptops

were also available through the Perkins Grant. Thirty-two new cameras were deployed to faculty to assist in providing instruction a synchronous environment. Since the fire on August 12, the IT Department has been heavily involved in relocating 90 staff members out of the blue zone. The Committee praised the IT Department for their work to relocate employees quickly during this interim time.

**G. Illinois Community College Trustees Association (ICCTA)**

Trustee Mandy Little attended the in-person meeting in Springfield, where they observed a moment of reflection to acknowledge the passing of ICCTA President Gregg Chadwick. Vice-President Jon Looney will assume the ICCTA presidency for 2020-2021. Topics discussed at the Trustee Roundtable included the community college's response to COVID-19 and protecting students from cybersecurity issues amid this environment. State and federal legislative issues were discussed, including the Illinois General Assembly's fall 2020 veto session. ICCTA will seek member input on the association's 2021 Legislative Goals, which will be adopted at the November meeting in Schaumburg, IL. The ACCT Leadership Congress will be held virtually on October 7-8.

**H. John A. Logan College Foundation**

Trustee Jake Rendleman reported that 32 teams are currently registered for the 43<sup>rd</sup> annual JALC Foundation Golf Classic to be held on Friday, October 2, at the Crab Orchard Golf Course. Sponsorship dollars were up this year and include 38-hole sponsors. Changes have been made to this year's tournament to allow for minimal contact and social distancing.

**I. Student Trustee**

Student Trustee Joshua Payne reported that Student Senate met last week for the first time this semester and are looking to fill some officer positions. They are in the process of planning for the annual Thanksgiving Food Drive and Angel Tree Gift Drive.

**GROUP/ASSOCIATION REPORTS**

**A. Faculty Association Report**

No report.

**B. Adjunct Faculty Association Report**

No report.

**C. Logan Operational Staff Association Report**

No report.

**OFFICERS' REPORTS**

**Dual Credit/Dual Enrollment Program**

Vice-President Melanie Pecord reported that the dual credit and dual enrollment programs were up by 75 students and 194 credit hours. Dr. Pecord commended the dual credit team members, including Rachel Sveda-Webb, Lauren Surprenant, Abby Myers, Jenny Ditch, and Susan Ely.

## **Fire Restoration Work**

Vice-President McCormick reported that significant progress is being made on the fire restoration work. Staff will not return to the fire location until the HVAC systems have been purged and pass an air quality test. It is anticipated that the gymnasium and athletic office space will be cleared this week, and the F-Wing will soon be cleared as well. We are currently using the conference center spaces for the storage of records to be cleaned. The Library, whose HVAC system is shared with other areas within the blue zone, will not safely be put back into operation until the end of November or first of December. ServPro is pursuing rental agreements at this time to store equipment and furniture off-site to be cleaned and returned. Electronics across the blue zone area have been collected and are now being cleaned. All spaces within the blue zone will have carpets and ceiling tiles replaced. Vice-President McCormick clarified that the College is currently operating on a generator but just received approval from the insurance company to replace the transformer with another transformer to be housed outside the building.

*Trustee Poshard was able to join the meeting at 7:34 p.m. audibly. He noted that he agreed with the votes taken and would like his vote recorded accordingly.*

## **President Ron House**

President House recognized the Carterville Fire Department for their response to the College fire on August 12. Dr. House also recognized Southern Illinois Healthcare for their service to the College to provide trainers at all athletic events free of charge, valued at \$14,910. The College is very appreciative to SIH for their volunteer service.

*Due to technical difficulties, Trustee Hancock's connection was muted at 7:40 p.m.*

## **OLD BUSINESS**

### **A. Adoption of 2020 – 2021 Budget (Appendix IV and V)**

President House recommended that the Board of Trustees adopt the 2020-2021 budget as recommended and that the administration be authorized to implement this budget effective July 1, 2020.

Aaron Smith and Glenn Poshard moved and seconded that the Board of Trustees adopt the 2020-2021 budget as recommended.

Upon roll call, all members present voted yes, with the exception of Trustee Borgsmiller who voted no. Motion carried. Trustee Hancock affirmed his yes vote when his audible connection was restored at 7:46 p.m.

(Resolution #16-4128)

## **NEW BUSINESS**

### **A. Board Policy Revisions for First Reading (No Action) (Appendix VI)**

Trustee Mandy Little reported that the Board Policy Committee reviewed the policy and agreed to remove salary language and other policy updates. The Board Policy Committee presented revisions to the Board of Trustees on Board Policy 5520, Policies for Adult and Community Education Personnel, as noted in Attachment VI. These policy revisions will be

made available to College employees for input and be brought back to the Board for final approval in October.

**B. Approval of Project for Finishes Replacements in Building “B” (Appendix VII)**

President House recommended that the Board of Trustees approve the capital project and authorize the administration to solicit bids to replace the flooring, ceiling grid and tile, and painting in the areas identified as the “blue zone,” as shown in Appendix VII. The blue zone includes the Foundation Office, Grants, Student Activities, art classrooms, and offices that wrap around the O’Neil Auditorium. Vice-President McCormick confirmed the funding source for this project would come from insurance reimbursement.

Jake Rendleman and Aaron Smith moved and seconded that the Board of Trustees approve the capital project as recommended.

Upon roll call, all members present voted yes. Motion carried. Trustee Hancock affirmed his yes vote when his connection to the meeting resumed at 7:46 p.m.  
(Resolution #16-4129)

*Trustee Hancock’s audible connection was restored at 7:46 p.m. Dr. Hancock affirmed his yes vote for Items A and B.*

**C. Approval of CDB Project #810-064-022, West Lobby Expansion (Appendix VIII)**

President House recommended that the Board of Trustees approve the CDB Project #810-064-022, West Lobby Expansion, as outlined in Appendix VIII.

Trustee Hancock commented that he was considering voting no on this project and shared his concerns with the Board. Trustee Hancock stated that he was very concerned that the Board did not have serious discussions about the project. It is a \$5 million project and about \$2 million of local tax money, so he felt it was pretty important. The College has an abundance of space; we are renting out space out and renting space ourselves. Enrollment has declined every semester virtually, if not actually for several years now, and we have eliminated some programs. I cannot see where we need new space; however, I see where we need a lot of renovation and repair work on parking lots and equipment, which I feel would be a better use of capital money instead of adding space. Vice-President McCormick clarified that the College had approximately 48 hours to respond to a notice from the Illinois Community College Board (ICCB) to submit a capital project. This project originated from over seven facility master planning sessions, including approximately 30 college employees representing every College department. The group's consensus was that this project was a lynchpin project and tagged it as the primary next project. After the project was submitted to ICCB, Vice-President McCormick communicated with the Board Building Committee and the Board of Trustees at the next regular meeting. There was discussion regarding warranties associated with Capital Development Board (CDB) projects. It was noted that the CDB dictates warranty requirements, which usually includes a ten-year warranty, so there are some securities associated with a CDB project. The College component of this project is approximately \$1.3 million of a project over \$5 million, which would be the only LEED-certified project on the campus.

Mandy Little and Glenn Poshard moved and seconded that the Board of Trustees approve CDB Project #810-064-022, West Lobby Expansion, as recommended.

Upon roll call, all members present voted yes, with the exception of Trustee Ray Hancock who voted no. Motion carried.

(Resolution #16-4130)

**D. Approval of Escrow/Trust Account for CDB Project #810-064-022, West Lobby Renovations (Appendix IX)**

President House recommended that the Board of Trustees approve the use of Bank of Herrin as a banking partner for the purpose of establishing the trust agreement for CDB Project #810-064-022 and authorize the College to deposit \$1,258,333 into the trust account.

Glenn Poshard and Aaron Smith moved and seconded that the Board of Trustees approve the escrow/trust account for CDB Project #810-064-022 as recommended.

Upon roll call, all members present voted yes. Motion carried.

(Resolution #16-4131)

**E. Financial Advisory Agreement (Appendix X)**

President House recommended that the Board of Trustees approve the PMA Securities Financial Advisory Agreement included as Appendix X.

Aaron Smith and Mandy Little moved and seconded that the Board of Trustees approve the Financial Advisory Agreement as recommended.

Upon roll call, all members present voted yes. Motion carried.

(Resolution #16-4132)

**F. Debt Certificate Resolution (Appendix XI)**

President House recommended that the Board of Trustees approve the RESOLUTION authorizing and providing for an Installment Purchase Agreement for the purpose of paying the cost of purchasing real or personal property, or both, in and for the Community College District, and for the issue of not to exceed \$10,100,000 General Obligation (Limited Tax) Debt Certificates, of said Community College District evidencing the rights to payment under said Agreement, providing for the security for and means of payment under said Agreement of said Certificates and authorizing the sale of said Certificates to the purchaser thereof.”

There was discussion regarding the impact an investment in Career and Technical Education (CTE) would have on individuals employed and looking for employment within our district. The current CTE facilities are original, and the College’s programs have outgrown these spaces. This application will essentially be graded upon how many jobs can be created by this investment.

Glenn Poshard and Aaron Smith moved and seconded that the Board of Trustees approve the Resolution as recommended.

Upon roll call, all members present voted yes. Motion carried.  
(Resolution #16-4133)

**G. Personnel**

**Operational Staff**

President House recommended that the Board of Trustees ratify Kara Starkweather as a full-time, grade III, science lab technician at John A. Logan College effective September 21, 2020.

Mandy Little and Jake Rendleman moved and seconded that the Board of Trustees approve the operational staff as recommended.

Upon roll call, all members present voted yes. Motion carried.  
(Resolution #16-4134)

**Non-Teaching Professional Staff**

President House recommended that the Board of Trustees ratify Lauren Bond as a part-time, stipend, head women's golf coach at John A. Logan College effective September 1, 2020.

President House recommended that the Board of Trustees ratify John Clancy as a part-time, stipend, assistant men's basketball coach at John A. Logan College effective September 1, 2020.

President House recommended that the Board of Trustees ratify Charlie Jones as a part-time, stipend, associate men's basketball coach at John A. Logan College effective September 1, 2020.

Jake Rendleman and Glenn Poshard moved and seconded that the Board of Trustees approve the non-teaching professional staff as recommended.

Upon roll call, all members present voted yes. Motion carried.  
(Resolution #16-4135)

**Adjunct Faculty**

President House recommended that the Board of Trustees ratify John Allen as a part-time instructor of criminal justice at John A. Logan College effective August 12, 2020.

President House recommended that the Board of Trustees ratify Lyndsey Kuligowski as a part-time instructor of emergency medical services at John A. Logan College effective August 12, 2020.

President House recommended that the Board of Trustees ratify Christina Loyd as a part-time instructor of criminal justice at John A. Logan College effective August 12, 2020.

President House recommended that the Board of Trustees ratify Robert Petro as a part-time instructor of heating and air conditioning at John A. Logan College effective August 12, 2020.

President House recommended that the Board of Trustees ratify Olivia Vaccaro as a part-time instructor of nursing at John A. Logan College effective January 14, 2021.

### **Community Education Staff**

President House recommended that the Board of Trustees ratify Christina Cannova as a personal trainer at John A. Logan College effective July 31, 2020.

Glenn Poshard and Mandy Little moved and seconded that the Board of Trustees approve the adjunct faculty and community education staff as recommended.

Upon roll call, all members present voted yes. Motion carried.  
(Resolution #16-4136)

### **Non-Teaching Professional Grant Staff**

President House recommended that the Board of Trustees ratify Kathleen Doty as a full-time, temporary, COVID Coordinator at John A. Logan College effective September 14, 2020. This position is funded by Federal grant money.

Mandy Little and Glenn Poshard moved and seconded that the Board of Trustees approve the non-teaching professional grant staff as recommended.

Upon roll call, all members present voted yes. Motion carried.  
(Resolution #16-4137)

### **Part-Time Grant Faculty**

President House recommended that the Board of Trustees ratify Angelina Mabrey as a part-time Adult Secondary Education instructor at John A. Logan College effective September 14, 2020.

President House recommended that the Board of Trustees ratify Sonya Thompson as a part-time ABE/GED instructor at John A. Logan College effective September 8, 2020.

Jake Rendleman and Mandy Little moved and seconded that the Board of Trustees approve the part-time grant faculty as recommended.

Upon roll call, all members present voted yes. Motion carried.  
(Resolution #16-4138)

### **Volunteer Personnel**

President House recommended that the Board of Trustees approve the appointment of volunteers Amanda Bond and Timothy Turner for athletics.

Jake Rendleman and Aaron Smith moved and seconded that the Board of Trustees approve the volunteer personnel as recommended.

Upon roll call, all members present voted yes. Motion carried.  
(Resolution #16-4139)



## **Resignations**

President House recommended that the Board of Trustees accept the resignation of Claudia Merrett, part-time administrative assistant II for Southern Illinois Wellness, effective August 28, 2020.

President House recommended that the Board of Trustees accept the resignation of Lindsay Willmore, license-exempt monitor, Childcare Resource and Referral, effective August 21, 2020.

Ray Hancock and Mandy Little moved and seconded that the Board of Trustees accept the resignations as recommended.

Upon roll call, all members present voted yes. Motion carried.  
(Resolution #16-4140)

## **ANNOUNCEMENTS**

Trustee Mandy Little announced that Ms. Ragini Jenkins was the ICCTA statewide winner of the Gandhi/King Peace essay contest that includes a monetary award. There will be an official presentation on the John A. Logan College campus on October 29, 2020, at 1:00 p.m. with ICCTA representatives.

Trustee Aaron Smith commended Dr. Glenn and Jo Poshard for their act of service in establishing an endowment with the John A. Logan College Foundation for scholarships.

## **ADJOURNMENT**

Jake Rendleman and Mandy Little moved and seconded that the Board of Trustees meeting be adjourned.


Upon roll call, all members present voted yes. Motion carried.  
(Resolution #16-4141)

The meeting was duly adjourned at 8:40 p.m.

Respectfully submitted by Susan May, Recording Secretary to the Board of Trustees.



William J. Kilquist, Chair



Jake Rendleman, Secretary