

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 in the Robert L. Mees Center at Carterville, Illinois, on Tuesday, November 24, 2020, commencing at 7:15 p.m. Per the COVID-19 Executive Order issued by the Governor of the State of Illinois, the meeting was open to the public via Zoom video conference.

The meeting was called to order by Chair Bill Kilquist.

The Chair directed the recording secretary to call the roll.

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

Also present were President Ron House, Legal Counsel Rhett Barke, 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 SEPTEMBER PUBLIC HEARING AND REGULAR MEETING

Minutes of the September 29, 2020, budget hearing and amended minutes of the regular meeting were previously distributed.

Glenn Poshard and Mandy Little moved and seconded that the Board of Trustees approve the minutes of the budget hearing and regular meeting of September 29, 2020.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-4162)

MINUTES OF THE OCTOBER REGULAR MEETING

Minutes of the October 27, 2020, regular meeting were previously distributed.

Ray Hancock and Glenn Poshard moved and seconded that the Board of Trustees approve the minutes of the October 27, 2020, regular meeting.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-4163)

CONTENT OF CLOSED SESSION MINUTES OF OCTOBER 27, 2020

The closed session minutes of the October 27, 2020, regular meeting were previously distributed.

Aaron Smith and Mandy Little moved and seconded that the Board of Trustees approve the content of the closed session minutes of October 27, 2020.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-4164)

TREASURER’S AND FINANCIAL REPORT (Appendix I)

The treasurer’s and financial report for the period ending September 30, 2020, was previously distributed.

Glenn Poshard and Aaron Smith moved and seconded that the Board of Trustees approve the treasurer’s and financial report for the period ending September 30, 2020.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-4165)

EXPENDITURE LIST (Appendix II)

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

Glenn Poshard and Jake Rendleman moved and seconded that the Board of Trustees approve the expenditure list for the period ending October 31, 2020.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-4166)

OPPORTUNITY FOR PUBLIC COMMENTS/QUESTIONS

There were no public comments.

BOARD OF TRUSTEES REPORTS

A. Comments by Board Chair

Chairman Bill Kilquist asked for a motion to move Agenda Item XIV, Potential Action on Presidential Hire, under Item A, Comments by Board Chair.

Jake Rendleman and Aaron Smith moved and seconded that the Board of Trustees move Agenda Item XIV, Potential Action on Presidential Hire, under Item A, Comments by Board Chair.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-4167)

Potential Action on Presidential Hire (moved from Agenda Item XIV)

Chairman Bill Kilquist made the motion that the Board of Trustees hire Dr. Kirk Overstreet as the ninth President of John A. Logan College. Mandy Little seconded the motion.

Upon roll call, the following votes were recorded: Ray Hancock – yes; Mandy Little – yes; Glenn Poshard – yes; Jake Rendleman – yes; Aaron Smith – yes; Becky Borgsmiller – yes; Joshua Payne – yes; and Bill Kilquist - yes. Motion carried.

(Resolution #16-4168)

Dr. Kirk Overstreet joined the meeting remotely and stated he was excited to become the next President of John A. Logan College. Chairman Kilquist noted that Dr. Overstreet would work with legal counsel to finalize the contract. Trustee Aaron Smith applauded the Board for the search process that involved members from all constituency groups on campus. Trustee Hancock reiterated that the College had a good process, and he was happy with the unanimous vote. President Ron House welcomed Dr. Overstreet and offered his services to facilitate a smooth transition.

B. Athletics Advisory Committee

No report.

C. Building, Grounds, and Safety Committee

Trustee Jake Rendleman reported that the Committee had not met but provided an update on facility projects. Restoration work from the fire incident is nearing completion and is anticipated to be complete by December 31, 2020. Up to 18,000 square feet of space has been rented at the Marion Mall to clean and store furniture removed from C-Wing.

Projects underway include the Conference Center courtyard and retention pond and Building B finishes. The retention pond has been dug to the northeast of the campus and is already full of water. Seeding and erosion control is still needed. The Conference Center Courtyard stone retaining wall is under construction, and floor coverings in the Conference Center hallway and Atrium will be installed between Thanksgiving break and Christmas. The total project is to be complete by December 31.

B-Wing finish work has begun and is scheduled to be complete by December 31. Staff will return to their offices in January, and classes in B-Wing will resume for the spring term. The proposed award of contract to install new finishes in upper and lower C-Wing impacted by the fire incident is on the agenda for approval tonight. This project will also include replacing an air handling unit in C and F wings that services the large conference center space. The Admissions area will also be renovated during this time. The anticipated completion date for this project is the end of the spring term.

Bids for the elevator replacement and West Lobby mezzanine construction will be opened on December 11 in Springfield. It is hopeful that this project will run simultaneously with the C-Wing finishes and Admissions renovations. Bids for the construction of the pedestrian pathway are expected to be opened in January.

The Illinois Capital Development Board (CDB) has requested additional information from the College related to a \$2 million capital request this past year. This project would renovate C-

Wing spaces that include the remaining science labs on the second floor, replacing two air-handling units, exterior windows, and all finishes in both C and old E-wing second floor.

The Illinois CDB announced the architectural services selection results for the \$5.1 million West Lobby Expansion project on November 17. Negotiations between CDB and the architectural firm will begin with the first ranked firm. If unsuccessful, CDB will proceed in the order ranked. The choices in ranked order include (1) BHDG Architects, Marion, IL; (2) White & Borgognoni Architects, Carbondale, IL; and (3) Ittner Architects, Fairview Heights, IL. Vice-President McCormick reported that after the contract is negotiated with the architect firm, CDB will allow the firm to begin the design process.

D. Board Policy Committee

No report.

E. Budget and Finance Committee

No report.

F. Integrated Technology Committee

Trustee Rebecca Borgsmiller reported that the Committee met on November 17. Steve O'Keefe was elected as co-chair of the Committee and will take over as chair in August. Desire2Learn software has been very consistent and reliable. Their contract is up for approval and will provide savings for the College. There was a discussion about a specific program that offers a survey tool for online courses, which is not currently a part of D2L. The Jenzabar One training process is near the end. The next steps will include validation exercises in January, practice mode, and then going live. The DUO validation software is doing a good job, and the fiberoptic project should be wrapped up over Christmas break. RJ Sussman will be sending out information regarding cybersecurity training. The Committee is looking to showcase faculty innovations that have been used in the online environment during the pandemic.

G. Illinois Community College Trustees Association (ICCTA)

Trustee Mandy Little reported that the ICCTA met virtually to approve the 2021 Legislative Goals and discussed the General Assembly's makeup. Governor Pritzker has asked the state agencies to trim their budgets by five percent to fill the potential \$4 billion shortfall over the next two fiscal years. The Community College System is projected to receive five to eight percent cuts. ICCB is preparing a webinar on enrollment strategies in response to the system's 13.7 percent decrease in fall enrollment. ICCTA officers traveled around the state to present the 2020 ICCTA Awards in person. Trustee Little traveled to Danville Community College to present the Distinguished Alumnus Award. The Illinois Community College Marketing Collaborative has selected a consultant to develop the state-wide media campaign scheduled to start Fall 2021. Steve O'Keefe currently serves on that Committee. The ACCT National Legislative Summit will be virtual this year, which will allow members to attend without traveling to Washington, DC. Registration can be handled through Susan May.

H. John A. Logan College Foundation

Trustee Jake Rendleman reported that the Foundation received \$20,000 for the Betty Francis Mattingly Nursing Scholarship. Each year, one student will be selected to receive this prestigious award covering all expenses for the LPN and RN program. All fall scholarships have

been awarded, and the deadline for online applications for spring is December 1, 2020. The Foundation Board will meet via Zoom in December. The Foundation Finance Committee will recommend that the Board approve Stacy Buckingham's appointment as Foundation Treasurer upon Brad McCormick's retirement.

I. Student Trustee

Student Trustee Joshua Payne reported on the results of the Thanksgiving Food Drive and Angel Tree Gift Drive. A total of \$1,850 was collected for the Thanksgiving Food Drive. Sixteen students in degree/certificate programs received a \$100 ALDI gift card, and ten students in Adult Basic Education and Adult Secondary Education programs received a \$25 ALDI gift card. The Student Senate contributed \$6,538 to the Angel Tree Gift Drive to make a total contribution of \$10,000, which was split between the Adolescent Health Center in Carbondale and the Neighbor-to-Nighbor Center in Energy. Mr. Payne congratulated Ben Kenneth as the winner of the six-credit hour spring tuition waiver.

GROUP/ASSOCIATION REPORTS

A. Faculty Association Report

Association President Robert McKenzie congratulated Dr. Kirk Overstreet and welcomed him to John A. Logan College. He reported that the Association approved a Memorandum of Understanding generated by the math department to adjust contract language regarding Professional Development Funds.

Trustee Mandy Little expressed appreciation to all faculty for adjusting their schedules during this pandemic to assist students.

B. Adjunct Faculty Association Report

No report.

C. Logan Operational Staff Association Report

No report.

OFFICERS' REPORTS

Instructional and Student Support Services Update

Vice-President Melanie Pecord congratulated Dr. Overstreet in his new position and reported that the final week of the fall semester and final exams would be conducted entirely online.

Bond Issue

Vice-President Brad McCormick reported that the Treasurer is responsible for choosing the method of the sale of the debt instruments as outlined in Administrative Procedure. The two choices available include a competitive bid process requiring a credit rating from Moody's, Standard & Poor's, or a private placement where we work directly with investors or employ a placement firm to do that on our behalf. Upon recommendation from the College financial advisory firm, PMA, the treasurer reviewed three quotes for services and approved Piper Sandler Company from the Chicago area, which is already working on our behalf to place the bonds. The Board of Trustees will consider a parameters resolution at a special meeting on December 8, 2020. If approved, delegates

of the institution will be named to receive or approve the funds upon the sale of the bonds. Mr. McCormick noted that the debt and capital funding issuance is a long process. He appreciated the Board's willingness to place the College in a good position to respond to various capital opportunities to address the College facility needs in the future.

President Ron House

President House stated that it had been a privilege and honor to serve John A. Logan College for the past five years. The Board expressed their appreciation to President House and Vice-President McCormick for their leadership and contributions to the overall welfare of the College.

CONSENT AGENDA

A. Bookstore Contract Extension (Appendix III)

President House recommended that the Board of Trustees approve a two-year contract extension agreement with Follett Higher Education Group for July 1, 2021, through June 30, 2023.

B. Award of Contract for HVAC Upgrades for 2021 – Student Services Renovations (Appendix IV)

President House recommended that the Board of Trustees award the contract for HVAC, Admissions renovation, and finishes replacement for areas in the C-Building most impacted by the fire incident to the lowest responsible bidder, Samron Midwest Contracting, in the amount of \$1,067,000. The project will be funded through a combination of Protection, Health & Safety tax levy dollars, restricted building funds for the Admissions remodel, and reimbursement from Markel Insurance for the finish replacements.

C. Renewal of Desire2Learn (Appendix V)

President House recommended that the Board of Trustees approve the three-year contract with Desire2Learn for the period beginning January 31, 2021, through January 30, 2024.

Jake Rendleman and Glenn Poshard moved and seconded that the Board of Trustees approve Consent Agenda Items A-C as recommended.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-4169)

NEW BUSINESS

A. New Associate in Applied Science Program – Agribusiness Management (Appendix VI)

President House recommended that the Board of Trustees approve the Associate in Applied Science Program, Agribusiness Management, effective Fall 2021.

Jake Rendleman and Mandy Little moved and seconded that the Board of Trustees approve the new Associate in Applied Science program as recommended.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-4170)

B. Adoption of 2019 Tax Levy

President House recommended that the Board of Trustees adopt the resolution certifying the tax levy for Community College District No. 530 and that certificates of tax levy be properly filed so taxes can be extended and collected by the County Clerks.

JOHN A. LOGAN COLLEGE

Carterville, IL 62918

TAX LEVY RESOLUTION

BE IT RESOLVED BY THE Board of Trustees of Community College District No. 530, counties of Williamson, Jackson, Franklin, Randolph and Perry, and the State of Illinois, that all legal requirements have been complied with, and said Community College District No. 530 requires the following tax levy: That **\$6,100,000** be levied as a tax for educational purposes; that **\$1,017,000** be levied as a tax for operations and maintenance purposes; that **\$1,785,000** be levied as a special tax for purposes of the Local Governmental and Governmental Employees Tort Immunity Act; that **\$315,000** be levied as a special tax for Social Security and Medicare insurance purposes; that **\$52,000** be levied as a special tax for audit purposes; and that **\$973,102** be levied as a special tax for protection, health, and safety purposes, for a total of **\$10,242,102** on an equalized assessed valuation of **the taxable properties of said District for the year 2020 to be collected in the year 2021; and that the levy for the year 2020 be allocated for Fiscal Year 2022.** This represents a **4.95% increase** over the prior year. Due to the proposal being less than a 5.00% aggregate increase, a public hearing was not necessary to approve the proposed tax levy.

The estimated property taxes to be levied for debt service and public building commission leases **for 2020 are \$2,814,246.** The estimated total property taxes to be levied **for 2020 are \$13,056,348.**

BE IT FURTHER RESOLVED that the secretary or his or her designee of said Board of Trustees of Community College District No. 530 is hereby authorized and instructed to file certificates of tax levy in accordance with Chapter 122, Section 103.20.5 of the Revised Statutes of the State of Illinois with the County Clerks of Williamson, Jackson, Franklin, Randolph and Perry Counties, State of Illinois.

I HEREBY CERTIFY that the above Tax Levy Resolution was approved in public session by the John A. Logan College Board of Trustees, Community College District No. 530, meeting in regular session on November 24, 2020. FURTHERMORE, I CERTIFY that all provisions of Public Act 82-102 have been met, particularly Sections 4 through 7 of Public Act 82-102.

Aaron Smith and Glenn Poshard moved and seconded that the Board of Trustees adopt the tax levy resolution certifying the tax levy for Community College District 530 as recommended.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-4171)

C. Personnel

Non-Teaching Professional Staff

President House recommended that Janelle Noldin be employed as a full-time, grade III, disability support services coordinator at John A. Logan College.

President House recommended that Donald Winget be employed as a full-time, grade III counselor at John A. Logan College.

President House recommended that Paula Myers be ratified as a part-time, temporary coordinator of allied health admission at John A. Logan College effective November 4, 2020.

Ray Hancock and Mandy Little 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 #16-4172)

Adjunct Faculty

President House recommended that Elizabeth Ashbaugh be employed as a part-time substitute instructor of massage therapy at John A. Logan College, effective January 11, 2021.

President House recommended that Patricia Burns be employed as a part-time substitute instructor of massage therapy at John A. Logan College, effective January 11, 2021.

President House recommended that Stephanie Wooley be ratified as a part-time instructor of applied lessons at John A. Logan College, effective August 14, 2020.

Ray Hancock and Glenn Poshard moved and seconded that the Board of Trustees approve the adjunct faculty as recommended.

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-4173)

Non-Teaching Professional Grant Staff

President House recommended that Francie Morhet be employed as a part-time, grade III, Perkins advisor/counselor at John A. Logan College.

Aaron Smith and Mandy Little 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 #16-4174)

ANNOUNCEMENTS

Trustee Jake Rendleman mentioned that the Board received a nice thank you note from the Presidential Search Committee co-chairs Bradley Griffith and Cheryl Thomas.

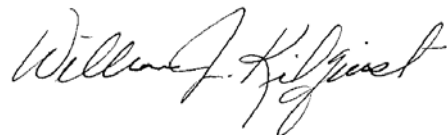
ADJOURNMENT

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

Upon roll call, all members present voted yes. Motion carried.
(Resolution #16-4175)

The meeting was duly adjourned at 8:23 p.m.

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



William J. Kilquist, Chair



Jacob "Jake" Rendleman, Secretary