

**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, January 26, 2021, commencing at 7:00 p.m. The meeting was open to the public via Zoom video.

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

President Kirk Overstreet, Legal Counsel Rhett Barke, Vice-President Melanie Pecord, Interim Vice-Presidents Stacy Buckingham and Clay Brewer, and Recording Secretary Susan May, were also present.

Chair Kilquist led the Board in the Pledge of Allegiance.

**MINUTES OF THE PUBLIC HEARING AND REGULAR MEETING OF NOVEMBER 24, 2020**

Minutes of the public hearing and regular meeting of November 24, 2020, were previously distributed.

Mandy Little and Jake Rendleman moved and seconded that the Board of Trustees approve the minutes of the public hearing and regular meeting of November 24, 2020.

Upon roll call, all members present voted yes. Motion carried.  
(Resolution #16-4181)

**MINUTES OF THE SPECIAL MEETINGS HELD ON NOVEMBER 5, 2020, DECEMBER 8, 2020, AND DECEMBER 16, 2020**

Minutes of the special meetings held on November 5, December 8, and December 16, 2020, were previously distributed.

Jake Rendleman and Ray Hancock moved and seconded that the Board of Trustees approve the minutes of the special meetings previously distributed.

Upon roll call, all members present voted yes. Motion carried.  
(Resolution #16-4182)

### **APPROVAL OF CONTENT OF CLOSED SESSION MINUTES**

The closed session minutes for November 5, November 13, November 17, November 18, November 20, and December 16, 2020, were previously distributed.

Jake Rendleman and Aaron Smith moved and seconded that the Board of Trustees approve the content of the closed session minutes previously distributed.

Upon roll call, all members present voted yes. Motion carried.  
(Resolution #16-4183)

### **TREASURER'S AND FINANCIAL REPORTS (Appendix I)**

The treasurer's and financial reports for the periods ending October 31, 2020, and November 30, 2020, were previously distributed.

Glenn Poshard and Mandy Little moved and seconded that the Board of Trustees approve the treasurer's and financial reports for the periods ending October 31, 2020, and November 30, 2020.

Upon roll call, all members present voted yes. Motion carried.  
(Resolution #16-4184)

### **EXPENDITURE LISTS (Appendix II)**

The expenditure lists for the periods ending November 30, 2020, and December 31, 2020, were previously distributed.

Glenn Poshard and Mandy Little moved and seconded that the Board of Trustees approve the expenditure lists for the periods ending November 30, 2020, and December 31, 2020.

Upon roll call, all members present voted yes. Motion carried.  
(Resolution #16-4185)

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

There were no public comments.

### **BOARD OF TRUSTEES REPORTS**

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

Chair Bill Kilquist noted that the next meeting of the Board of Trustees may be moved to the Hancock Conference Center to allow for public attendance in accordance with Covid guidelines.

Trustee Jake Rendleman praised the John A. Logan College nursing students for their service to the community in giving over 800 vaccines at the Covid-19 Vaccination Center held at The Pavilion in Marion, IL.

#### **B. Athletics Advisory Committee** – No report.

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

Trustee Jake Rendleman provided an update on the ongoing facility projects at the College. Restoration work from the fire incident is complete except for cleaning the elevator shaft, and all air tests have passed. Last week, the contractor began prepping for finish work on the damaged C-Wing, which will have new finishes and replace an air handling unit in C-Wing and F-Wing. The admissions area will be renovated during this same time. This work is expected to be complete by the end of spring semester. All the furniture has been cleaned and is currently being stored at the Marion Mall. The Conference Center finishes are fully installed with only a few remaining items. Finish work in B-wing is complete; all classrooms are open, and staff have returned to their offices.

The Capital Development Board (CDB) opened bids on December 11 for the West Lobby Mezzanine and Elevator project. Only one bid was received, which was approximately 45 percent over budget. This project will be rebid to involve other bidders, which will likely happen in March. Bids on the pedestrian pathway between the main campus and athletic fields are expected to be opened in February or March. The Illinois Department of Transportation anticipates opening bids on the bicycle project in the next few months.

CDB has requested additional information from the College related to a \$2 million capital request. If funds are released, this project will renovate spaces in C-wing, including the remaining science labs, replacement of exterior windows, and replacement of all finishes in C-wing and second-floor corridors of E-wing. John A. Logan College has provided all requested information to CDB and is currently waiting on approval and funding.

The West Lobby Expansion project has been awarded to BHDG Architects. Architects are currently in a data collection phase and have been on campus to collect drawings and necessary information to determine the scope for this project. BHDG will enter negotiations with CDB within the next 3-4 weeks, and design work will begin soon after.

**D. Board Policy Committee – No report.**

**E. Budget and Finance Committee**

Trustee Glenn Poshard reported that the Committee would meet with auditors in February before the audit is presented to the Board of Trustees.

**F. Integrated Technology Committee**

Trustee Rebecca Borgsmiller reported that the Committee met and discussed the recent news report regarding Solar Winds software's vulnerability. The College uses Solar Winds applications, and upon notification, IT staff followed recommended protocols for security investigating the vulnerability. As part of this investigation, no evidence of unauthorized access was found. The IT staff continue to follow protocols for security investigating, unauthorized access, and vulnerabilities of software systems used at the College.

Due to the impact of Covid and office staff relocations resulting from the fire, a recommendation was made by the Jenzabar Project Manger to extend the Jenzabar go-live date to June 2021. The project's success will be improved significantly by making this adjustment and will give the College more time to process data and Jenzabar more time to develop the project's integrations. Additional technology equipment is available on campus for faculty, and

the furniture to update the computer classrooms will be arriving soon. RJ Sussman has been conducting security training on campus, and IT is working to restore the 24/7 support for student password reset up, which is currently only available during office hours.

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

Trustee Mandy Little reported that ICCTA would hold its meeting this Saturday via Zoom. Mandy Little and Aaron Smith are registered for the ACCT National Legislative Summit to be held virtually February 8 – 10, 2021. Emanuel Chris Welch is the newly elected Speaker of the Illinois House of Representatives, and former trustee Scott Bennett is the new chair of the Senate Higher Education Committee. Ms. Little reported on key session dates that were sent out in an ICCTA email. Highlights from the FY2022 budget approved by the Illinois Board of Higher Education included a \$50 million increase in the Monetary Award Program (MAP) funding, a \$5.3 million (2%) increase for community colleges, and a \$23.2 million (2%) increase for public universities. This budget also includes \$1 million for the national Common App's roll-out, funding for AIM HIGH, a merit-based scholarship program, and \$10 million towards financial stability for College Illinois. The budget recommendation will go to Illinois Governor Pritzker and the General Assembly for consideration.

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

Trustee Jake Rendleman reported that the Foundation's total endowment is now \$10.7 million, which has increased \$8.2 million in the past ten years. Foundation Board member Pam Yarborough has established a \$25,000 scholarship endowment. The Foundation approved the grant to purchase furniture for the mezzanine area in the full amount requested of \$83,262, but not to exceed funds available for distribution as of December 31, 2020. The Foundation will be accepting nominations for the Distinguished Alumnus of the Year Award through February 12.

**I. Student Trustee**

Student Trustee Joshua Payne reported that Student Senate would be conducting the Finish Strong Tuition Drawing this spring, which includes a 6-credit hour tuition waiver awarded to a student with near-perfect attendance. The student survey conducted this past spring is being reviewed and will be addressed as the College returns to somewhat normal. Mr. Payne noted that the survey included a lot of positive comments regarding the College and faculty.

**GROUP/ASSOCIATION REPORTS**

**A. Faculty Association Report**

Association President Robert McKenzie reported that a MOU was passed for the spring semester to drop the 20 percent on-campus requirement due to Covid and space requirements. This agreement is for the spring semester only.

**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 announced that the College had established ten new articulation agreements. Things are progressing to start a Cybint Boot Camp this summer as a part-time program, and the Library is now open and available for students. Dr. Pecord expressed appreciation to Student Services and Academic Affairs for a successful transition to another semester.

### **Career & Technical Education Grant**

The College has received a four-year CTE grant in collaboration with Shawnee Community College to strengthen the CTE educator pipeline. This grant will involve six high schools within the two College districts.

### **Funding Bond Sale**

Interim Vice-President Stacy Buckingham reported that the sale of \$10 million in funding bonds was successfully closed on December 29, 2020, and thereby paid off the College's debt certificates from 2020. The College received five bids for purchasing the bonds. Capital One provided the lowest bid at an all-in cost of 1.49 percent, which was more favorable than the original estimate in August of 1.95 percent. The low-interest-rate environment made for a successful outcome of the bond sale.

### **Fire Incident**

The College has received \$7.8 million in insurance payments related to the August 12 fire incident and expects to receive an additional \$1.9 million in the next few days. There is about \$250,000 of depreciation that the College will get back when construction is complete. Currently, the College has a total loss of \$10,059,000 after the deductible, and the claim is ongoing. ServPro will have some additional expenses for cleaning services provided through January 19, 2021, and will be returning in June to return the C-wing contents to the College when the reconstruction is complete.

### **Treasurer's Report**

Interim Vice-President Stacy Buckingham reported that that College was on-track and receiving state payments monthly. Seven state payments for both operating and equalization have been received, plus fifty percent of CTE vocational grant funds. The College has received 99 percent of budgeted revenue expected from property tax payments and expects to receive additional payments. Tuition and fee revenue received is at \$9.5 million, which is lower than the \$10.8 million budgeted. The College is waiting on official notification from the Department of Education regarding additional coronavirus stimulus funds.

### **Multi-Use Path and Bridge Engineering Costs Clarification**

Vice-President Buckingham noted the total project cost for the multi-use path and bridge as presented by former Vice-President McCormick was \$990,000 and included a College match of \$190,000. At this point, the College is still within that scope. Current project costs are about \$925,000, with an estimated match from the College of \$175,000. Additional funding for this project includes a \$590,000 IL Transportation Enhancement Program grant, a \$160,000 pass-

through investment from the Illinois Department of Transportation, and \$58,000 in insurance proceeds from the former bridge's collapse. The project's costs escalated from \$550,000 to over \$900,000, which increased the design fees that are based upon an agreed 10.04% of the total project cost. A permit for the bridge has been required by the Illinois Department of Natural Resources (IDNR), which was outside the original scope of work. John H. Crawford & Associates has incurred \$13,130 for permit expenses, including fees, soil borings, and HEC-RAS modeling to measure the system's water flow. Crawford Engineering has assured Ms. Buckingham that the design work is complete and there would be no additional billing to the College.

There was additional discussion regarding COVID Relief funds received by the College. Ms. Buckingham stated that \$726,000 in student emergency grants was fully dispersed to students by December 1, and approximately \$120,000 remains from the original institutional allocation. Funds are drawn down as expended and not considered a loan. The College has also received GEER Grant funds from ICCB that also help cover costs for the Covid Coordinator position, screening stations, student recruitment, cleaning, etc.

### **Athletics**

Interim Vice-President Clay Brewer reported that the men's basketball team was ranked #1 in the country in a preseason poll, which is the first time in school history. Men's baseball was also ranked #4 in the country. Dr. Brewer commended Coach Smithpeters and Coach Suprenant for their dedication and hard work. Athletes are being tested weekly per Region 24 guidelines, and due to restrictions, fans are not allowed in the stands. Games are live-streamed on the College Facebook page and the radio at 103.5 FM.

### **Human Resources**

Dr. Brewer reported that the College began the spring semester with 272 full-time employees, including 70 faculty, 105 non-teaching professionals, 51 Logan Operational Staff, 32 Teamsters, eight Laborers (law enforcement), and six executive support staff.

### **Comments from President Kirk Overstreet**

President Overstreet stated that he has received a warm welcome and is excited about being at John A. Logan College. He has a great team to work with, and they have a lot of good things coming. He also expressed appreciation to Bi-County Health for their assistance in getting athletics up and running.

A COVID Task Force, including faculty and staff, has been created to come together every third week to review issues. Individual testing sites have been established at the College entrances, and everyone has done a great job following protocols, wearing masks, self-identifying, etc. The College continues to maintain the 50/50 rule for faculty and staff, and there are plans to bring more people on campus as we move along.

A President's Cabinet has been established to meet weekly to review policies and procedures, solve issues as a team, and communicate to faculty, staff, and the Board. Members include Rhett Barke, Clay Brewer, Stacy Buckingham, Stan Diggs, Melanie Pecord, Eric Pulley, Jeremy Sargeant, and Staci

Shafer. The Cabinet will work to develop a one-year Strategic Plan to be presented to the Board in July. It is vital to have strategic plans that encompass enrollment, organizational, and pathway plans, in addition to increased collaboration with high schools, universities, and neighbor colleges. President Overstreet stated that he had met with SIUC Chancellor Austin Lane to discuss a partnership between John A. Logan College and SIUC.

Spring enrollment was down 14 percent, according to the tenth-day enrollment report. This loss is significantly due to the Covid pandemic and is something the Cabinet, faculty, and staff will be working on in the next year. A Strategic Enrollment Management Plan will be developed to help guide the process, understand what numbers we are looking for, and attain those numbers.

## **CONSENT AGENDA**

### **A. Approval of Closed Session Minutes for Availability for Public Inspection**

President Overstreet recommended that the Board of Trustees accept the recommendation of legal counsel that none of the closed session minutes reviewed through October 20, 2020, be made available for public inspection at this time.

### **B. C & E Wing Second Floor Renovation (Appendix III)**

President Overstreet recommended that contingent upon the release of funds by the Capital Development Board (CDB), the Board of Trustees approve the College to proceed with the renovation of the second floor C and E wings and utilize bond proceeds for the College's 25 percent match requirement.

### **C. Multi-Use Path and Bridge Engineering Costs**

President Overstreet recommended that the Board of Trustees approve the additional Phase I and II engineering costs for design fees and out-of-pocket bridge permit expenses in the amount of \$37,509.24 to John H. Crawford and Associates. The cost is based on 10.04 percent of the total project cost and out-of-pocket expense related to securing a pedestrian bridge permit.

Chair Kilquist stated that he would like to be made aware of any additional items regarding the multi-use path. Trustees Rendleman and Smith commented on their discussions with President Overstreet and John Crawford and Associates. It was noted that a permit was not included in the original project's scope because the previous bridge was never permitted.

### **D. Adoption of Greater Egypt Enterprise Zone Tax Incentive Clarification Resolution**

President Overstreet recommended that the Board of Trustees approve the resolution to delete property tax incentive clarifications for the Williamson County Enterprise Zone as presented.

A RESOLUTION TO DELETE PROPERTY TAX INCENTIVE CLARIFICATIONS  
FOR THE WILLIAMSON COUNTY ENTERPRISE ZONE

WHEREAS, a Resolution was adopted on August 26, 2014, by the John A. Logan College that extended and clarified incentives of the Williamson County

Enterprise Zone. The new incentive offered by the participating taxing bodies in Williamson County was approved by the State of Illinois on May 4, 2015, and included Part 2. The Clarification of Section VI (c) as listed below:

Part 2. The Clarification of Section VI (c) is amended by inserting in lieu of a new clarification of Section VI (c) as follows:

Clarifications:

Since the assessment year follows the calendar year (January - December) and the assessed value for the assessment is always listed as January 1, there could be improvements made and assessed between July 1, 2021, and December 31, 2021 that are eligible for this abatement. This is possible due to the fact that the assessed value will be recorded as of January 1, 2021, and the incentive states, *"Such abatement shall be at the rate of 100% of the value of the improvements **for the assessment year** in which the improvements are made"*.

It is possible for a new improvement to receive a partial assessment for a given assessment year and then have the additional increased value assessed the following assessment year. In these cases, the tax abatement benefit will be applied based on the assessment year for each separate increase (ex. Company A starts on a \$1,000,000 improvement but only gets halfway through construction in 2018, and the assessment shows an increase in value of \$300,000. This \$300,000 increase will start its abatement for the 2018 assessment year and will be eligible for four years of abatement. In 2019 company A completes the construction resulting in an additional \$700,000 increase in the assessed value. This \$700,000 increase will start its abatement in 2019 and will be eligible for three years of abatement.

Due to the June 30, 2021 end date of this incentive, not every improvement will be able to receive a full five years of abatement. A schedule describing the applicable abatement is provided below:

Date improvements are made	Abatement	Notes
July 1, 2011, to December 31, 2017	Such abatement shall be at the rate of 100% of the value of the improvements for the assessment year in which the improvements are made, 80% for the second year, 60% for the third year, 40% for the fourth year, and 20% for the fifth year.	



Date improvements are made	Abatement	Notes
January 1, 2018, to December 31, 2018	Such abatement shall be at the rate of 100% of the value of the improvements for the assessment year in which the improvements are made, 80% for the second year, 60% for the third year, 40% for the fourth year.	The fifth assessment year will be beyond June 30, 2021, and will not be eligible for tax abatement.
January 1, 2019, to December 31, 2019	Such abatement shall be at the rate of 100% of the value of the improvements for the assessment year in which the improvements are made, 80% for the second year, 60% for the third year.	The fourth and fifth assessment years will be beyond June 30, 2021, and will not be eligible for tax abatement.
January 1, 2020, to December 31, 2020	Such abatement shall be at the rate of 100% of the value of the improvements for the assessment year in which the improvements are made, 80% for the second year.	The third, fourth and fifth assessment year will be beyond June 30, 2021, and will not be eligible for tax abatement.
January 1, 2021, to June 30, 2021	Such abatement shall be at the rate of 100% of the value of the improvements for the assessment year in which the improvements are made.	The second, third, fourth, and fifth assessment year will be beyond June 30, 2021, and will not be eligible for tax abatement.

Jake Rendleman and Mandy Little moved and seconded that the Board of Trustees approve Consent Agenda Items A – D as recommended.

Upon roll call, all members present voted yes. Motion carried.  
(Resolution #16-4186)

**EXECUTIVE SESSION**

Chair Kilquist stated it was desirable to adjourn into executive “closed” session pursuant to 5 ILCS 120-2(c) to discuss pending litigation and personnel matters.

Mandy Little and Aaron Smith moved and seconded that the Board of Trustees adjourn into executive “closed” session.

Upon roll call, all members present voted yes. Motion carried.  
(Resolution #16-4187)

The meeting was declared in closed session at 8:17 p.m.

The meeting was declared back in regular session at 9:16 p.m.

## **NEW BUSINESS**

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

President Overstreet recommended that Dannielle Lueker be employed as a full-time, grade V associate director of payroll services at John A. Logan College.

Jake Rendleman 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 #16-4188)

### **Adjunct Faculty**

President Overstreet recommended that Casey Buretz be ratified as a part-time instructor of cosmetology at John A. Logan College, effective January 11, 2021.

President Overstreet recommended that Blake Cook be ratified as a part-time substitute instructor of heating and air conditioning at John A. Logan College, effective January 11, 2021.

President Overstreet recommended that Robert Iltis be ratified as a part-time instructor of construction management at John A. Logan College, effective January 11, 2021.

President Overstreet recommended that Sumar Kane be ratified as a part-time instructor of nursing at John A. Logan College, effective January 4, 2021.

President Overstreet recommended that Colleen Lindsay be ratified as a part-time instructor of biology at John A. Logan College, effective January 11, 2021.

President Overstreet recommended that Mark Norris be ratified as a part-time instructor of computer graphics at John A. Logan College, effective January 11, 2021.

President Overstreet recommended that David Owens be ratified as a part-time instructor of electronics at John A. Logan College, effective January 11, 2021.

President Overstreet recommended that Taylor Siefert be ratified as a part-time instructor of physical education at John A. Logan College, effective January 11, 2021.

President Overstreet recommended that Hayley Watkins be ratified as a part-time instructor of diagnostic medical sonography at John A. Logan College, effective January 11, 2021.

### **Community Education Staff**

President Overstreet recommended that Karen Cupp be ratified as a Communicating in the Real World – Find Your Voice and Share Your Message instructor at John A. Logan College, effective January 20, 2021.

President Overstreet recommended that Karen Cupp be ratified as a Real Estate 101 instructor at John A. Logan College, effective January 25, 2021.

President Overstreet recommended that Elizabeth Taylor be ratified as an Aqua Zumba instructor at John A. Logan College, effective January 16, 2021.

President Overstreet recommended that Kelsie Walker be ratified as an Aqua Aerobics, Intermediate Swim Lessons, and Advanced Swim Lessons instructor at John A. Logan College, effective January 11, 2021.

### **Workforce Development Staff**

President Overstreet recommended that Brian Tripp be ratified as a CPR instructor at John A. Logan College effective January 1, 2021.

Ray Hancock and Mandy Little moved and seconded that the Board of Trustees approve the adjunct faculty, community education staff, and workforce development staff as recommended.

Upon roll call, all members present voted yes. Motion carried.  
(Resolution #16-4189)

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

President Overstreet recommended that Hilary Johnson be ratified as an ABE Counselor at John A. Logan College effective January 1, 2021.

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 #16-4190)

### **Volunteer Personnel**

President Overstreet recommended the appointment of volunteer Aubree Norman for literacy.

Mandy Little and Jake Rendleman 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 #16-4191)

### **Resignations**

President Overstreet recommended that the Board of Trustees accept the resignation of Heather Couty, financial aid specialist, effective November 27, 2020.

President Overstreet recommended that the Board of Trustees accept the resignation of Brian Bechtel, campus police officer, effective January 3, 2021.

President Overstreet recommended that the Board of Trustees accept the resignation of Shawn Whitecotton, coordinator of occupational health and safety training, effective January 4, 2021.

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

Upon roll call, all members present voted yes. Motion carried.  
(Resolution #16-4192)

### **ANNOUNCEMENTS**

There were no announcements.

### **ADJOURNMENT**

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

Upon roll call, all members present voted yes. Motion carried.  
(Resolution #16-4193)

The meeting was duly adjourned at 9:25 p.m.

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



William J. Kilquist, Chair



Jacob "Jake" Rendleman, Secretary