

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

**BOARD OF TRUSTEES**

Regular Meeting

Tuesday, November 23, 2010

7:00 p.m.

Board Room

Administration Building

**AGENDA**

**I. CALL TO ORDER**

**II. ROLL CALL**

**PLEDGE OF ALLEGIANCE**

**III. MINUTES OF OCTOBER BOARD MEETING (Voice Vote)** – Minutes of the October 26, 2010, Board meeting are enclosed with this packet for the Board of Trustees' consideration and action.

**IV. FINANCIAL REPORT (Attachment I) (Voice Vote)** – The financial report for the period ending September 30, 2010, is enclosed for consideration and action.

**V. ACCOUNTS PAYABLE (Attachment II) (Roll Call Vote)** – The list of accounts payable for the period ending October 31, 2010, is enclosed for consideration and action.

**VI. RECOGNITION OF GUESTS**

**VII. OPPORTUNITY FOR PUBLIC COMMENTS/QUESTIONS**

**VIII. BOARD OF TRUSTEES REPORTS**

**A. Illinois Community College Trustees Association (ICCTA)** – John Sanders

**B. Southeast Region Trustees (SERT)** – John O'Keefe

**C. John A. Logan College Foundation** – Jake Rendleman/Cheryl Graff

**D. Association of Community College Trustees (ACCT)** – John Sanders

**E. Hiring Committee** – John Sanders/Mike Hopkins

- F. Athletic Advisory Committee – Jake Rendleman/Mike Hopkins
- G. Developmental Education Committee – John O’Keefe/Mike Hopkins
- H. Nursing Committee – John O’Keefe/Cheryl Graff
- I. Diversity Committee – John Sanders/Jackie Hancock
- J. Student Trustee – Mandy Little

IX. GROUP/ASSOCIATION REPORTS

- A. Faculty Association Report – Terri Rentfro
- B. Term Faculty Association Report – John Montacue
- C. Logan Operational Staff Association Report – Vicki Kelly

X. OFFICERS’ REPORTS

- A. Brad McCormick    --    Construction Projects Update
- B. Julia Schroeder    --    Midwest Gallaudet University Regional Center (Sheri Cook)
- C. Tim Daugherty    --    Sustainable Financial Planning for Budget Cuts at John A. Logan College Progress Report
- Loans – Default Rate
- D. Robert L. Mees    --    Presidents’ Council
- State Budget
- Update on Bell Tower Project

XI. CONSENT AGENDA (Voice Vote)

A. Special Issue Construction Bond

The Special Issue Construction Bond that the Board of Trustees has in effect on Brad McCormick is up for renewal. This bond in the amount of \$5,000,000 is issued by Brokers= Risk Placement Service, Inc. through Consolidated Insurance Agency, Inc. of Carbondale. The premium for this term B December 20, 2010 to December 20, 2011 - is \$2,576 and is paid from Liability and Protection Funds. This is the same premium as last year’s bond.

**Recommendation:** That the Board of Trustees approve the Treasurer=s Bond with Brokers= Risk Placement Service, Inc. in the amount of \$5,000,000 for the premium of \$2,576, and that the administration be authorized to proceed with this bond coverage.

**B. Request to Seek Bids for Grounds Maintenance Facility**

In the winter of 2008, the College's grounds maintenance building collapsed under a heavy snow load. The facility was used as a maintenance shop, office for the Coordinator of Grounds Maintenance and for storage of maintenance equipment. Though insurance was present, the amount was not sufficient to rebuild the facility. The facility will be used for the same purposes as the building it replaces. Capital bond money through DCEO along with insurance and restricted building funds will be used to construct the building. The estimated cost of the facility is \$144,600.

**Recommendation:** That the Board of Trustees authorize the Administration to proceed with the completion of bid specifications and advertising for bidders in order to award the bid at the January, 2011 Board meeting.

**C. Modification to John A. Logan College's IRS Section 125 Plan Document**

Due to the addition of the health savings account and high deductible health plan, it is necessary to modify the IRS Section 125 Plan Document to include voluntary contributions from the employee on a pre-tax basis. Presently, our Section 125 Plan Document only includes health insurance premiums for the pre-tax status. Upon approval of the modification to the College's IRS Section 125 Plan Document by the Board of Trustees, Benefit Administrative Systems through a third party administrator will work with the College to make the necessary changes to the Plan Document. Employee contributions will be matched by the College at \$1.50 per each \$1.00 contributed by the employee up to the deductible amount specified in the High Deductable Health Plan.

**Recommendation:** That the Board of Trustees approve the modification to John A. Logan College's IRS Section 125 Plan Document.

**D. Health Savings Account Depository**

The College is now offering a high deductible health plan (HDHP) with an optional health savings account (HSA) beginning with an effective plan date of January 1, 2011. To do so requires us to choose a single provider of the health savings account into which the College will deposit funds which consists of both employee and college contributions. Stacy Buckingham, Associate Dean of Payroll and Benefits, solicited proposals from financial institutions within our district that offer such plans with a requirement that the financial institution had to have branches in both Jackson and Williamson Counties. Proposals were received from Old National Bank and Banterra Bank. These proposals were evaluated to determine the proposal providing the highest interest earnings rate net of banking service fees. As a result of this evaluation, Old National Bank's proposal ranked the highest due to an interest rate of .25%. Fees will consist of a \$2 monthly fee for account balances under \$2500, along with \$1 per check transaction fee charged for transactions exceeding four (4) per month.

**Recommendation:** That the Board of Trustees accept the proposal from Old National Bank due to the favorable terms of the account.

**E. Addendum to Joint Agreement with Shawnee Community College District #531 (Attachment III)**

The College currently has a joint agreement with Shawnee Community College District #531 for the purpose of better meeting the needs of all students in the two college districts. Approval is requested for an addendum to the existing agreement that will add Heating/Air Conditioning Technology to the list of programs that John A. Logan College, District #530, agrees to accept students into from Shawnee Community College, District #531.

**XII. NEW BUSINESS**

**A. Adoption of 2010 Tax Levy (Attachment IV) (Roll Call Vote)**

A public hearing to approve a proposed property tax levy increase is to be held on November 23, 2010, at 6:30 p.m. Based on a positive outcome of the tax levy hearing, I recommend that the Board of Trustees adopt the following 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 \$5,674,500 be levied as a tax for educational purposes; that \$945,800 be levied as a tax for operations and maintenance purposes; that \$1,206,600 be levied as a special tax for purposes of the Local Governmental and Governmental Employees Tort Immunity Act; that \$237,000 be levied as a special tax for Social Security and Medicare insurance purposes; that \$70,000 be levied as a special tax for audit purposes; and that \$779,800 be levied as a special tax for protection, health, and safety purposes, for a total of \$8,913,700 on an equalized assessed valuation of the taxable properties of said District for the year 2010 to be collected in the year 2011; and that the levy for the year 2010 be allocated 50% for Fiscal Year 2011 and 50% for Fiscal Year 2012.

BE IT FURTHER RESOLVED that the secretary or his 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.

**Recommendation:** That, based on a positive outcome of the tax levy hearing, the Board of Trustees adopt the above 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.

**B. Special Board Meeting (Voice Vote)**

The Board of Trustees has expressed a desire to hold a special meeting during the month of December for the purpose of holding discussions on future planning for the College. It has been determined that December 14 will be the best date.

**Recommendation:** That the Board of Trustees hold a special meeting for planning purposes on Tuesday, December 14, 2010, at 6:30 p.m. in the Board Room of the Administration Building, and that the recording secretary be authorized to handle the appropriate public notice.

**C. Board Officers (Voice Vote)**

Per a consensus of the Board and legal counsel, the Board chair position left vacant by the passing of David Hancock will be filled by Mike Hopkins until the Board holds its organizational meeting after the April 2011 election. Consequently, the vice-chair position will be filled by current Board secretary Jim Snider. It is necessary for the Board to elect a secretary to fill that position.

**Recommendation:** That, due to the vacancy left by the passing of Board Chair David Hancock, the Board of Trustees officially declares Mike Hopkins as Board chair; Jim Snider as vice-chair; and will elect a new secretary, all of whom will serve until the organizational meeting is held following the April 2011 election.

**D. PERSONNEL**

**1. Support Personnel**

**a. Operational Staff**

(1) Employment of full-time, grade V, desktop technology technician.

**b. Maintenance/Building Staff**

(1) Ratification of part-time, temporary, Teamsters, custodian.

(2) Employment of full-time, Teamsters, custodian

**c. Security Staff - None at this time.**

**2. Professional Staff**

**a. Non-Teaching Professional Staff**

(1) Employment of full-time, grade II, disability support services coordinator.

**b. Full-Time Faculty**

Approval of new academic rank for full-time faculty member.

**c. Term Faculty**

Employment/ratification of four term faculty members.

**d. Continuing Education Staff**

Employment of one continuing education staff members.

**3. Grant Personnel**

**a. Operational Staff - None at this time.**

**b. Non-Teaching Professional Staff**

(1) Employment of part-time, grade II, adult secondary education counselor/facilitator

(2) Employment of two part-time, grade II, adult basic education counselor/facilitators

(3) Employment of full-time, grade II, Gallaudet University Regional Center coordinator.

**c. Full-Time Faculty - None at this time.**

**d. Part-Time Faculty - None at this time.**

**4. Volunteer Personnel**

(1) Appointment of volunteers for Literacy.

**XIII. ANNOUNCEMENTS**

**XIV. ADJOURNMENT**