

**JOHN A. LOGAN COLLEGE**  
**Carterville, Illinois 62918**

**BOARD OF TRUSTEES**

Regular Meeting

Tuesday, January 30, 2007

7:00 P.M.

Board Room

Administration Building

**AGENDA**

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. MINUTES OF NOVEMBER BOARD MEETING/TAX LEVY HEARING AND SPECIAL MEETINGS (Voice Vote)** — Minutes of the tax levy hearing and regular board meeting of November 28, 2006, and the special meetings of December 18, 2006; January 4, 2007, and January 11, 2007, were previously mailed for your consideration and action.
- IV. FINANCIAL REPORTS (Attachment I) (Voice Vote)** — The financial reports for the periods ending October 31, 2006, and November 30, 2006, are enclosed for your consideration and action.
- V. ACCOUNTS PAYABLE (Attachment II) (Roll Call Vote)** — The lists of accounts payable for the periods ending November 30, 2006, and December 31, 2006, are enclosed for your consideration and action.
- VI. OPPORTUNITY FOR PUBLIC COMMENTS/QUESTIONS**
- VII. BOARD OF TRUSTEES REPORTS**
  - A. Illinois Community College Trustees Association (ICCTA)** -- John O'Keefe
  - B. Southeast Regional Trustees (SERT)** -- John O'Keefe
  - C. John A. Logan College Foundation** -- Jake Rendleman/David Hancock
  - D. Association of Community College Trustees (ACCT)** -- Jake Rendleman
  - E. Hiring Committee** -- David Hancock
  - F. Student Trustee** — Matthew Todd

## **VIII. GROUP/ASSOCIATION REPORTS**

- A. Faculty Association Report — Tim Baker**
- B. Term Faculty Association Report — John Montacue**
- C. Operational Staff Association Report -- JaDean Towle**

## **IX. OFFICERS REPORTS**

- A. J. P. Barrington** – **Construction Projects (Change Order)**
- B. Larry Peterson** – **Spring Semester Enrollment Report**
  - **Man-Tra-Con Update**
- C. Julia Schroeder** – **State Universities in Illinois**
  - **Man-Tra-Con Student Update**
  - **Write Place Update (Attachment III)**
- D. Bob Mees** – **SICCM Meeting with State Legislators**
  - **Community Leaders Breakfast –February 15 at 7:00 a.m.**
  - **40<sup>th</sup> Anniversary Celebration**
  - **Illinois General Assembly Joint Task Force on Community Colleges**

## **X. CONSENT AGENDA (Voice Vote)**

### **A. Bid-College Catalog (Attachment IV)**

Specifications were prepared and advertised according to board policy for the printing, binding, and delivery of the College Catalog (see Attachment IV). This bid is done annually. Bids were opened at 2:00 p.m. on Tuesday, December 12, 2006. The results follow:

<u>Bidders</u>	<u>Bid Amount</u>
Breese Publishing Company 8060 Hwy. 50 West Breese, IL 62230	\$10,090.00

<u>Bidders</u>	<u>Bid Amount</u>
Creative Business Forms P. O. Box 266 Collinsville, IL 62234	No Bid
Creasey Printing Services 2700 W. Lawrence Ave., Suite H Springfield, IL 62704	\$14,707.00
Castle Printech, Inc. 121 Industrial Drive DeKalb, IL 60115	\$13,000.00
Phillips Brothers Printers 1555 W. Jefferson Springfield, IL 62702	\$12,582.00
Web Com Books & Beyond 3480 Pharmacy Ave. Toronto, Ontario Canada M1W 2S7	\$15,415.42

This bid will result in a cost per catalog of \$1.009 compared to last year's \$ .8323 cost per catalog based on a bid price of \$8,323.00 for 10,000 copies.

**Recommendation:** That the Board of Trustees approve the low bid meeting specifications for printing 10,000 copies of the College Catalog as submitted by Breese Publishing Company, Inc., of Breese, Illinois, for an amount of \$10,090, and that the administration be authorized to make this purchase.

**B. Bid – 2007 Four Wheel Drive M5040 Kubota Tractor (Attachment V)**

Specifications were prepared and advertised according to Board policy for the purchase of a 2007 four wheel drive M5040 Kubota tractor (Attachment V). Bids were opened at 10:00 a.m. on Friday, December 15, 2006. The results follow:

<u>Bidders</u>	<u>Bid Amount</u>
F. B. McAfoos & Company 13998 State Highway 34 East Benton, IL 62812	\$16,749.00
Vergennes Equipment, Inc. 5413 Elkhville Road Vergennes, IL 62994	\$19,777.16
Marion Kobota Tractor Sales & Service, Inc. 2904 West Main Street Marion, IL 62959	\$14,000.00

<u>Bidders</u>	<u>Bid Amountt</u>
Ideal Lawn & Tractor 3000 Williamson County Parkway Marion, IL 62959	\$16,150.17
William Nobbe & Company, Inc. 5665 State Route 4 Steeleville, IL 62228	\$20,547.87

**Recommendation:** That the Board of Trustees approve the low bid meeting specifications for the purchase of a 2007 four wheel drive M5040 Kubota tractor by Marion Kubota Tractor Sales & Service, of Marion, Illinois, for an amount of \$14,000, and that the administration be authorized to make this purchase.

**C. Bid - Surplus Property-- 1990 Truck and 1986 Trailer (Attachment VI)**

According to Board policy, we recently advertised for bids on surplus property at the College for the sale of a 1990 Ford semi-cab truck and a 1986 Trailmobile trailer. The bids were opened in the Conference Room of the Administration Building at 2:30 p.m., Tuesday, December 19, 2006.

**Recommendation:** That the Board of Trustees approve the bid for the sale of the surplus property 1990 Ford semi-cab truck and the 1986 Trailmobile trailer to Oxford Crane and Trucking of Marion, IL, for an the amount of \$5,014.

**D. Bid – Hunter Wheel Balancer (Attachment VII)**

Bid specifications were prepared and advertised according to Board policy for a Hunter Wheel Balancer (Attachment VII). This equipment is to be used by the Automotive Instructional Department and will be paid for with funds from the Perkins Grant. Bids were received and opened in the Office of the Vice President for Business Services at 2:00 p.m., Wednesday, January 17, 2007. The results follow:

<u>Bidders</u>	<u>Bid Amount</u>
Quality Service Equipment, Inc. 11630 Grant Drive Overland Park, KS 66210	\$14,200.00
D & D Equipment Sales, Inc. 217 Robert Morgan Road Murphysboro, IL 62966	\$13,435.79
Town & Country Equipment, Inc. 6870 Schlotzhauer Road Pilot Grove, MO 65276	\$13,500.00

**Recommendation:** That the Board of Trustees approve the low bid meeting specifications for the purchase of the Hunter Wheeler Balancer from D & D Equipment Sales, Inc., of

Murphysboro, Illinois, in the amount of \$13,435.79, and that the Board authorize the administration to make this purchase from Perkins Grant funds.

**E. Proposal for Banking Services (Attachment VIII)**

Our current banking agreement is set to expire effective March 1, 2007. In September 2006, proposals were sent to twenty-one financial institutions and proposals were received from five, including Banterra Bank, Du Quoin State Bank, Old National Bank, Regions Bank, and US Bank. The banking proposals were reviewed and interest earnings were calculated for each financial institution for a two-month period.

Per these calculations, interest earnings were highest for Du Quoin State Bank. Their proposal included a rate of interest equal to the Fed funds rate equal to 5.25% currently. This rate would be adjusted semi-annually each year. Du Quoin State Bank is currently providing our banking services and paying interest based on the Fed funds rate plus 50 basis points adjusted semi-annually each year. The analysis of these proposals is attached . (See Attachment VIII.)

Du Quoin State Bank has also requested approval of a Government/Municipal/Public Funds Resolution (Attachment VIII) for the College's operating and payroll accounts.

**Recommendation:** That the Board of Trustees authorize the administration to accept the banking proposal submitted by Du Quoin State Bank for a three year period beginning March 1, 2007, through February 28, 2010, and to execute the resolution forms. (See Attachment VIII.)

**F. Approval of Invoice from Chapman and Cutler, Bond Counsel (Attachment IX)**

In accordance to the agreement with First Midstate, Inc., the College has agreed to pay for services rendered, approving opinion and expenses incurred in connection with the issuance of the general obligation debt certificates.

**Recommendation:** That the Board of Trustees approve payment to bond counsel Chapman and Cutler of Chicago, Illinois, in the amount of \$12,000, and that the administration be authorized to make this payment for services in connection with the issuance of general obligation debt certificates.

**G. Approval of Electronics Lab Computerized Training System (Attachment X)**

Last year, the electronics lab was equipped with computerized trainers to increase learning for the students. The Perkins Grant will purchase specialized cards that are placed in the trainers to expand the information available for student learning. Fiber optics basic digital telephone, and advanced digital telephone training systems are included in this purchase. One network software package is also needed to allow the use of the cards and trainers. The sole source of the Nida Model 130E trainers and related circuit board and software in the State of Illinois is JBH Technologies, Inc. The training systems may be purchased for a total amount of \$41,635.00.

**Recommendation:** That the Board of Trustees approve the purchase of a computerized training system for the electronics lab from JBH Technologies, Inc., in the amount of \$41,635.00, and that this purchase be made from Perkins Grant funds.

## **XI. NEW BUSINESS**

### **A. Proposed Revisions to Board Policy #2121–Procedures for Election of Board Officers and Board Policy #2130–Board Committees (No Action – Consideration Only for Action at the February Board Meeting)(Attachment XI)**

It is necessary to change the wording of Board Policy #2121–Procedures for Election of Board Officers to reflect the appropriate time frames for election of board officers at the Board’s organizational meeting (following the Board elections in odd numbered years.) The old policy referred to the November organizational meeting. Due to the change of the election to April, the organizational meeting now takes place following that spring election. The proposed change to Board Policy #2130–Board Committees suggests changing the composition of Board ad hoc committees to two trustees instead of three. The proposed revised policies are included as Attachment XI.

**Recommendation:** That the Board of Trustees consider proposed revisions to Board Policy #2121–Procedures for Election of Board Officers and Board Policy #2130–Board Committees as contained in Attachment XI, and take action on these policy revisions at the February 27, 2007, meeting of the Board of Trustees.

## **B. PERSONNEL**

### **1. Support Personnel**

#### **a. Operational Staff**

(1) Employment of a full-time, grade III, secretary III.

b. Maintenance/Building Staff – None at this time.

c. Campus Safety Staff – None at this time.

### **2. Professional Staff**

#### **a. Non-Teaching Professional Staff**

Consideration of two retirement requests.

#### **b. Full-Time Faculty**

(1) Consideration of two retirement requests.

(2) Ratification of a temporary, full-time, interpreter preparation instructor.

#### **c. Term Faculty**

Employment of 11 term faculty members.

#### **d. Continuing Education Staff**

Employment of four continuing education staff members.

### **3. Grant Personnel**

a. Operational Staff – None at this time.

b. Non-Teaching Professional Staff – None at this time.

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

d. Term Faculty – None at this time.

## **XII. ANNOUNCEMENTS**

## **XIII. ADJOURNMENT**