

MINUTES OF THE REGULAR MEETING of August 20, 2020

On August 20, 2020, the Board of Trustees of Community College District 507, in the Counties of Vermilion, Edgar, Iroquois, Champaign, and Ford in the State of Illinois, met in regular session in the Board Room, Vermilion Hall Room 302, at Danville Area Community College.

ITEM 1: CALL TO ORDER

Chairman Dave Harby called the meeting to order at 5:30 p.m.

ITEM 2: PLEDGE OF ALLEGIANCE

The Board and those in attendance recited the Pledge of Allegiance.

ITEM 3: ROLL CALL

The roll was called. Trustees present: Tracy Cherry, Dave Harby, Terry Hill, Dr. Ron Serfoss, John Spezia, Greg Wolfe, and Student Trustee Holley Hambleton. Trustee absent: Bill Black

Others present: President Dr. Stephen Nacco, Board Secretary Kerri Thurman, Tammy Betancourt, Mark Barnes, Jerry Davis, Dr. Natalie Page, and Brian Page were physically present. Stacy Ehmen, Lara Conklin, and Doug Adams were present via phone.

Media present: Carol Roehm, Commercial News; and Ross Brown, WDAN-WDNL (arrived 5:37).

ITEM 4: ADOPTION OF AGENDA

Mr. Harby asked if there were any changes requested to the agenda. A request was made to move Item 11G to the top of New Business. Upon motion by Dr. Serfoss, and a second by Mr. Wolfe, the agenda was amended as requested. The motion passed by unanimous voice vote: 7 yeas, 0 nays.

ITEM 5: RECOGNITION OF VISITORS

The following members of the College Cabinet were present: Tammy Betancourt, Vice President, Finance and Chief Financial Officer. The following members of the College Cabinet were present via phone: Stacy Ehmen, Vice President, Student Services; Lara Conklin, Executive Director, College Relations; and Doug Adams, Executive Director, Maintenance and Facilities. Also present: Mark Barnes, Director, Information Technology; Dr. Natalie Page; Brian Page; and Jerry Davis, Davis and Delanois.

Media present: Carol Roehm, Commercial News, and Ross Brown, WDAN-WDNL (arrived 5:37).

ITEM 6: FINANCIAL UPDATE

Vice President Betancourt provided a financial update to the Board. The Financial Statements of Revenue and Expenditures ending June 30, 2020 and July 31, 2020 were included in the Board agenda book.

ITEM 7: PRESIDENT’S REPORT

Dr. Nacco shared the *DACC Flash* with the Board and highlighted the events from the last month.

ITEM 8: PUBLIC COMMENT

ITEM 9: CONSENT AGENDA

A. BOARD CONSIDERATION OF THE MINUTES OF THE SPECIAL BOARD MEETING OF JULY 9, 2020; AND MINUTES OF THE REGULAR BOARD MEETING OF JULY 16, 2020

B. FINANCIAL REPORT

C. HUMAN RESOURCES REPORT

D. CLERY SECURITY REPORT

Upon motion by Mr. Wolfe, and a second by Ms. Cherry, the Board approved the items on the Consent Agenda. The motion passed by roll call vote: 7 yeas, 0 nays.

ITEM 10: UNFINISHED BUSINESS

ITEM 11: NEW BUSINESS

G. BOARD CONSIDERATION OF APPOINTMENT OF VICE PRESIDENT OF ACADEMIC AFFAIRS

Upon motion by Mr. Wolfe, and a second by Dr. Serfoss, the Board approved the appointment of Dr. Natalie Page as Vice President of Academic Affairs. The motion passed by roll call vote: 7 yeas, 0 nays.

Dr. Page thanked the Board and expressed she looks forward to being at DACC.

A. BOARD CONSIDERATION OF RESOLUTION TO PLACE TENTATIVE FY2021 BUDGET ON DISPLAY AND SET DATE, TIME, AND PLACE OF PUBLIC HEARING ON SEPTEMBER 24, 2020 (FY 2021 Tentative Budget – External Exhibit)

The proposed FY2021 budget with a recommended operational budget of \$17,161,662 was included as an external exhibit. This is approximately 0.3% higher than the FY2020 Operating budget. With the adoption of a FY21 budget at the state level, including an increase of over \$100,000 in our operating and equalization grants, as well as continued increases in local property taxes as a result of an increasing Equalized Assessed Valuation, the College will be able to move forward by investing in Human Resources to maintain quality student service, provide training needed to meet the employment demands of the community, provide training needed for assessment of student learning outcomes, cover software increases in Colleague and Blackboard, and add new student mobile app software.

Depending on the fluctuation in the Equalized Assessed Valuation, the tax levy rate is anticipated to be approximately 60.86 cents. The current rate is 61.15 cents.

Expenditures in the Board Restricted Fund support contingencies for one-time expenditures that may occur.

Upon motion by Dr. Serfoss, and a second by Mr. Hill, the Board established Thursday, September 24, 2020 at 5:30 p.m. in the Board Room, Vermilion Hall Room 302, at Danville Area Community College as the date, time, and place for the Public Hearing on the FY21 budget. The Board also approved making said budget available for public inspection with appropriate notification provided to the public with final approval anticipated at the September 24, 2020 Board meeting. The motion passed by roll call vote: 7 yeas, 0 nays.

B. BOARD CONSIDERATION OF PERMANENT TRANSFER OF EARNED INTEREST MONIES FROM THE WORKING CASH FUND TO THE EDUCATION FUND

With an approved Resolution by the Board of Trustees, the law allows for earned interest to be permanently transferred from the Working Cash Fund to the Education Fund for general operations.

Upon motion by Mr. Wolfe, and a second by Ms. Cherry, the Board approved the permanent transfer of earned interest monies from the Working Cash Fund to the Education Fund. The motion passed by signature vote: 7 yeas, 0 nays.

C. BOARD CONSIDERATION OF ADDENDUM TO AGREEMENT WITH LAKEVIEW COLLEGE OF NURSING

In April 2002, the Lakeview College of Nursing and Danville Area Community College entered into an agreement whereby DACC provides administrative services to Lakeview.

The agreement was amended in 2004, 2005, 2007, 2010, 2012, 2015, 2018, and 2019 to reflect either increasing or decreasing services. The proposed amendment extends the agreement to June 30, 2021 and decreases the administrative fee received by Danville Area Community College to \$7,000 effective July 1, 2020.

Upon motion by Mr. Hill, and a second by Dr. Serfoss, the Board approved the addendum to the agreement with Lakeview College of Nursing. The motion passed by roll call vote: 7 yeas, 0 nay.

D. BOARD CONSIDERATION OF FY-2022 ICCB RESOURCE ALLOCATION AND MANAGEMENT PLAN

The Illinois Community College Board (ICCB) requires the Board of Trustees to approve the RAMP report prior to the deadline submission of October 1, 2020. The Capital Development Board (CDB) has requested that all state funded project requests include “green” / LEED (Leadership in Energy and Environmental Design) costs in the estimated project.

Included in the Board packet is the DACC Campus Master Plan priority project list which provides an annual update of the estimated project costs, funding information, and revenues

as of July 2020. The estimated cost of projects includes 6% LEED costs and the CDB approved 1.5% inflation factor.

The campus storage facility was removed from the RAMP because the recent purchase of the former Army Reserve garage will fulfill that need. The Clock Tower Center and Ornamental Horticulture projects were appropriated in the Capital Bill, and will also no longer be listed on the RAMP.

Upon motion by Mr. Wolfe, and a second by Mr. Hill, the Board approved the FY-2022 ICCB Resource Allocation and Management Plan as submitted. The motion passed by roll call vote: 7 yeas, 0 nays.

E. BOARD CONSIDERATION OF PROPOSED ACADEMIC CALENDARS FOR 2021-2022, 2022-2023, AND 2023-2024

The proposed academic calendar continues the philosophy of adopting as much commonality as possible with the academic calendar approved by the Vermilion County secondary schools.

This proposed calendar meets the ICCB requirement of 150 instruction days excluding examination and in-service days. It also conforms to the number of days of service and in-service days as outlined in the faculty contract and allows for study days or instructional make-up days as requested by ICCB.

Upon motion by Ms. Cherry, and a second by Mr. Spezia, the Board approved the 2020-2021, 2022-2023, and 2023-2024 Academic Calendars. The motion passed by roll call vote: 7 yeas, 0 nays.

F. BOARD CONSIDERATION OF CDB PROJECT TO RENOVATE THE CLOCK TOWER AND ORNAMENTAL HORTICULTURE BUILDINGS

The Clock Tower Center is a 1900 era building. Part of the building was remodeled in the last few years and approximately 32,500 square feet remains to be remodeled. The vast majority of the 32,500 square feet is classrooms and instructor offices. Computer labs need to be rewired. The telecom/data, electrical, plumbing and fire protection needs to be rehabilitated. The heating and ventilation mechanical units are a continual problem and need to be replaced to improve the learning/working environment.

The Ornamental Horticulture classrooms and the greenhouse building were built in 1969 and had never been rehabilitated. The OH project was first placed on the RAMP list in 2003 and over the next 10 years the greenhouse remained in need of rehabilitation.

Due to the generosity of a donor, the greenhouse was replaced in 2011 with a new 6,200 sq. ft. facility. There are still a few more items that need to be added to make this new greenhouse a state-of-the-art educational facility.

Once CDB assigns a project number and project manager, preliminary work can begin with the design stage and development of construction documents.

Danville Area Community College's cost of funding this project, estimated at \$755,267 will come from Board Restricted Facility Construction Renovation Reserve funds.

Upon motion by Dr. Serfoss, and a second by Mr. Wolfe, the Board approved the utilization of local funds to renovate the Clock Tower and Ornamental Horticulture Buildings. The motion passed by roll call vote: 7 yeas, 0 nays.

H. BOARD CONSIDERATION OF RETIREMENT

1. MARY SKINNER, DIRECTOR, NURSING

Ms. Mary Skinner submitted her letter of intent to retire effective August 31, 2020.

Upon motion by Ms. Hambleton, and a second by Mr. Hill, the Board approved the retirement of Mary Skinner, Director, Nursing, effective August 31, 2020. The motion passed by roll call vote: 7 yeas, 0 nays.

Dr. Nacco and the Board wished Ms. Skinner well in her retirement.

ITEM 12: INFORMATION

A. COMMUNICATIONS

ITEM 13: ADJOURNMENT

There being no further business to discuss, Mr. Harby adjourned the meeting at 6:32 p.m.

Chairperson, Board of Trustees

Secretary, Board of Trustees

Approved: _____