

**Lake Land College  
Board of Trustees  
District No. 517**



Regular Board Meeting No. 640  
Location: Remote Meeting Held via Teleconference  
(As permitted by Governor Pritzker's Executive Order 2020-07 and 2020-18)  
April 13, 2020

**Minutes**

**Call to Order.**

Chair Reynolds called the April 13, 2020, regular meeting of the Lake Land College Board of Trustees to order at 6:00 p.m. The meeting was held remotely via teleconference and as permitted by Governor Pritzker's Executive Order 2020-07. Citizens, faculty and staff were invited to join the conference call via dialing instructions posted on the agenda.

**Roll Call.**

**Trustees Participating via Teleconference:** Mr. Gary Cadwell, Secretary; Mr. Kevin Curtis; Ms. Doris Reynolds, Chair; Mr. Dave Storm; Mr. Mike Sullivan, Vice-Chair; Ms. Denise Walk, Mr. Tom Wright and Ms. Shelbie Kile, Student Trustee.

**Trustees Absent from Meeting Participation:** None.

**Others Participating via Teleconference:** Dr. Jonathan Bullock, President; Mr. Jon Althaus, Vice President for Academic Services; Ms. Jean Anne Grunloh, Senior Executive to the President; Mr. Greg Nuxoll, Vice President for Business Services; Dr. Tina Stovall, Interim Vice President for Student Services, and members of the staff, community and media.

**Approval of Consent Items.**

Trustee Sullivan moved and Trustee Curtis seconded to approve the following consent items:

1. Approval of Minutes of March 9, 2020, Regular Meeting.
2. Approval of Minutes of March 9, 2020, Closed Session.
3. Approval of Minutes of March 27, 2020, Special Meeting.
4. Approval of Agenda of April 13, 2020, Board of Trustees Meeting.
5. Bills for Payment and Travel Expenses, Including Trustee Travel Reimbursement.

The following is a summary by funds:

Education Fund	\$	441,246.38
Building Fund	\$	47,151.97
Site & Construction Fund	\$	1,111,701.53
Bond & Interest Fund	\$	600.00
Auxiliary Services Fund	\$	35,343.37
Restricted Purposes Fund	\$	474,244.62
Working Cash Fund	\$	-
Audit Fund	\$	-
Liability Insurance Fund	\$	49,840.21
Student Accts Receivables	\$	153,733.99
Total	\$	2,313,862.07

For a summary of trustee travel reimbursement and details of bills refer to:  
[http://www.lakeland.cc.il.us/col/board\\_minutes/download.cfm](http://www.lakeland.cc.il.us/col/board_minutes/download.cfm)

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Storm, Sullivan, Walk and Wright. No: None.

Advisory Vote: Student Trustee Kile voted yes.

Absent: None.

Motion carried.

### **Hearing of Citizens, Faculty, and Staff.**

President Bullock said he had not received any written requests to address the Board. Chair Reynolds asked if there were any additional requests for public comment that were not previously submitted by email to Dr. Bullock. There were no public comments.

### **Adjournment Sine Die.**

At 6:05 p.m., Trustee Storm moved and Trustee Sullivan seconded to adjourn sine die to conduct the annual organizational meeting.

Motion carried by unanimous voice vote.

### **Organization of the Board**

#### **A. Call to Order and Appointment of Secretary Pro Tem.**

Chair Reynolds called the meeting to order at 6:06 p.m. and appointed Trustee Cadwell to act as Secretary Pro Tem.

B. Roll Call

Members Present via teleconference: Mr. Gary Cadwell, Mr. Kevin Curtis, Ms. Doris Reynolds, Mr. Dave Storm, Mr. Mike Sullivan, Ms. Denise Walk, Mr. Tom Wright and Student Trustee Shelbie Kile.

Members Absent: None.

C. Appointment of Chairperson Pro Tem.

Trustee Sullivan nominated Trustee Reynolds to act as Chairperson Pro Tem. There being no further nominations, Chairman Pro Tem Reynolds declared the nominations to be closed. Chairman Pro Tem asked for a roll call vote on the motion to appoint Trustee Reynolds as the Chairperson Pro Tem.

Roll Call vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Storm, Sullivan, Walk and Wright. No: None. Absent: None. Student Advisory Vote: Kile voted yes.

Motion carried.

D. Appointment of Secretary Pro Tem.

Trustee Sullivan nominated Trustee Cadwell to act as Secretary Pro Tem. There being no further nominations, Chairman Pro Tem Reynolds declared the nominations to be closed. Chairman Pro Tem asked for a roll call vote on the motion to appoint Trustee Cadwell as Secretary Pro Tem.

Roll Call vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Storm, Sullivan, Walk and Wright. No: None. Absent: None. Student Advisory Vote: Kile voted yes.

Motion carried.

E. Election of Board Chair and Length of Term.

Trustee Sullivan nominated Trustee Reynolds to serve as Chair of the Board for a period of one year. There being no further nominations, Chair Pro Tem Reynolds declared that the nominations be closed and requested a roll call vote on the motion to elect Trustee Reynolds as the Board Chair for a period of one year.

Roll Call vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Storm, Sullivan, Walk and Wright. No: None. Absent: None. Student Advisory Vote: Kile voted yes.

Motion carried.

F. Election of Board Vice Chair and Length of Term.

Trustee Cadwell nominated Trustee Sullivan to serve as Vice Chairman of the Board for a period of one year. There being no further nominations, Chair Reynolds declared that the nominations be closed and requested a roll call vote on the motion to elect Trustee Sullivan as Board Vice Chair for a period of one year.

Roll Call vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Storm, Sullivan, Walk and Wright. No: None. Absent: None. Student Advisory Vote: Kile voted yes.  
Motion carried.

G. Election of Board Secretary and Length of Term.

Trustee Sullivan nominated Trustee Cadwell to serve as Secretary of the Board for a period of one year. There being no further nominations, Chair Reynolds declared that the nominations be closed and requested a roll call vote on the motion to elect Trustee Cadwell as Board Secretary for a period of one year.

Roll Call vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Storm, Sullivan, Walk and Wright. No: None. Absent: None. Student Advisory Vote: Kile voted yes.  
Motion carried.

The new officers took their seats, and Chair Reynolds took responsibility for the meeting.

H. Approval of Resolution No. 0420-016 Approval of Surety Bonds.

Dr. Bullock requested Trustees approve the above-referenced Resolution.

Trustee Cadwell moved and Trustee Curtis seconded to approve as presented Resolution No. 0420-016 to appoint Mr. Greg Nuxoll, Vice President for Business Services, as College Treasurer and approve the related Surety Bonds. [A full and complete copy of the Resolution is attached to and part of these minutes.]

Roll Call vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Storm, Sullivan, Walk and Wright. No: None. Absent: None. Student Advisory Vote: Kile voted yes.  
Motion carried.

I. Approval of Resolution No. 0420-017 Authorizing College Treasurer to Act as College Fiscal Agent.

Dr. Bullock requested Trustees approve the above-referenced Resolution.

Trustee Curtis moved and Trustee Wright seconded to approve as presented Resolution No. 0420-017 for the College Treasurer to act as the College's Fiscal Agent. [A full and complete copy of this Resolution is attached to and part of these minutes.]

Roll Call vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Storm, Sullivan, Walk and Wright. No: None. Absent: None. Student Advisory Vote: Kile voted yes.

Motion carried.

### **Committee Reports.**

#### **ICCTA/Legislative.**

Trustee Sullivan said state legislators are currently not in session and he had no report at this time.

#### **Resource & Development.**

Trustee Sullivan, Committee Chair, said the Committee had not met since the last regular Board meeting and he had no report at this time.

#### **Finance.**

Trustee Storm, Committee Chair, said the Committee had not met since the last regular meeting. He also said he recently conferenced with Dr. Bullock and Mr. Nuxoll to fully review the financial statements that will be discussed later in the agenda. He stated all Committee members had reviewed the statements as well via their electronic folders.

#### **Buildings & Site.**

Trustee Cadwell, Committee Chair, said the Committee had not met since the last regular Board meeting and he had no report at this time.

#### **Foundation.**

Chair Reynolds provided an update on the construction underway for the new Foundation and Alumni Center. She also thanked the staff and Board for continuing their work in a virtual environment.

#### **Student Report.**

Student Trustee Kile provided an update on SAB activities that are being offered to students in a virtual environment.

#### **President's Report.**

In the President's Report, Dr. Bullock highlighted the following items/information:

- The College received no additional payments from the Illinois Department of Corrections (IDOC) or the Illinois Department of Juvenile Justice (IDJJ) since the March meetings. A total of \$3,125,564 for IDOC and \$220,573 for IDJJ services billed through March remains outstanding.
- The State of Illinois issued two credit hour reimbursement payments for FY2020 since our March board meeting for a total of \$1,247,162, but has not issued a payment for Equalization. A total of \$974,589 in credit hour reimbursement and \$1,908,295 in equalization remains outstanding.
- There are three reports traditionally shared with trustees during the April Board or Committee meetings including the Wells Fargo investment report, the Annual Farm Report and the Curriculum Committee Update report. Trustees were able to view the Wells Fargo Investment Report and the Annual Farm Report via their electronic folders. The Curriculum Committee Update was included in the Board Book. He said the Wells Fargo Investment Report shows the College's investments are primarily in fixed income and cash alternatives, which has assisted the College in achieving the current annualized yield of 2.93%.
- The College will observe its summer hours of operation from May 22 through August 14, 2020. The College will be closed on Fridays during this time.
- He congratulated Carsyn Fearday for being awarded First Team All-American by the NJCAA Division II Women's Basketball Committee and Laker Coach Dave Johnson for being a finalist for the Illinois Basketball Coaches Association Coach of the Year.
- He expressed sincere appreciation to the entire Lake Land College community for its response to the pandemic. He said the Pandemic Preparedness and Response Task Force began its work on March 5th and through the commitment and student centeredness of our faculty and staff, the College was fully operating in a virtual environment by March 23rd.
- He requested that Trustees review the Calendar of Events and one item of correspondence from the family of Harold Strangeman. Both items were included in the Board Book.

### **Business Items.**

### **Non-action Items.**

### **Phi Theta Kappa All-Illinois/All-USA Academic Team Nominees.**

Dr. Tina Stovall, Interim Vice President of Student Services, presented on Phi Theta Kappa All-Illinois/All-USA Academic Team nominees. She said four students, Mr. Tanner Clark, a graduate of Strasburg High School, Ms. Breanna Moore, a graduate of Mattoon High School, Mr. Trevor Elder, a graduate of Sullivan High School, and Mr. Ryan Radloff, a graduate of Dieterich High School, were nominated and recognized as members of the All-Illinois Community College Academic Team. She also congratulated Mr. Clark for his selection as a

Gold Scholar on Coca-Cola's 2020 Academic Team. She said he is one of 50 students from across the country to receive the designation.

**Action Items.**

**Approval of Resolution No. 0420-018 – Signatory Card “Corporate Authorization Resolution” and Certificate of Beneficial Owners of Legal Entities for Delivery to Depository Midland States Bank.**

Dr. Bullock requested the Board approve the above-referenced Resolution to update the Signature Card and Corporate Authorization provided to depository Midland States Bank. He said approval of this Resolution grants authority to Mr. Nuxoll, as the College's Treasurer, on the signatory cards and retains his duties and provisions as College President. He also said details of the duties and provisions are provided on Exhibits A and B and attached to the Resolution.

Trustee Walk moved and Trustee Sullivan seconded to approve as presented Resolution No. 0420-018 – Signatory Card “Corporate Authorization Resolution” and Certificate of Beneficial Owners of Legal Entities for Delivery to Depository Midland States Bank. [A full and complete copy of the Resolution is attached to and part of these minutes.]

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Storm, Sullivan, Walk and Wright. No: None.

Advisory Vote: Student Trustee Kile voted yes.

Absent: None.

Motion carried.

**Approval of Resolution No. 0420-019– Signatory Cards, “Corporate Authorization Resolution” and Signature List of Personnel for Conducting Ordinary Business for Delivery to Depository First Mid Bank & Trust.**

Dr. Bullock requested the Board approve the above-referenced Resolution to update the Authorization Resolution and Signature Card provided to depository First Mid Bank & Trust. He said approval of this Resolution will retain his signatory card authority as College President and grant authority to Mr. Nuxoll as the College Treasurer. He also said details of the duties and provisions are provided on Exhibits A, B and C of the Resolution.

Trustee Curtis moved and Trustee Storm seconded to approve Resolution No. 0420-019 – Signatory Cards, “Corporate Authorization Resolution” and Signature List of Personnel for Conducting Ordinary Business for Delivery to Depository First Mid Bank & Trust. [A full and complete copy of the Resolution is attached to and part of these minutes.]

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Storm, Sullivan, Walk and Wright. No: None.  
Advisory Vote: Student Trustee Kile voted yes.  
Absent: None.  
Motion carried.

**Approval of Resolution No. 0420-020– Non-Corporate Agreement and Certification of Beneficial Owner(s) Forms for Delivery to Depository Wells Fargo Advisors, LLC. y Cards for Delivery to Depository Wells Fargo Advisors, LLC.**

Dr. Bullock requested the Board approve the above-referenced Resolution to update the Agreement and Beneficial Owners forms provided to depository Wells Fargo Advisors, LLC. He said approval of this Resolution will retain his account card authority as College President and grant authority to Mr. Nuxoll as the College Treasurer. He also said details of the duties and provisions are provided on Exhibits A and B of the Resolution.

Trustee Sullivan moved and Trustee Wright seconded to approve, as presented, Resolution No. 0420-020 – Non-Corporate Agreement and Certification of Beneficial Owner(s) Forms for Delivery to Depository Wells Fargo Advisors, LLC. [A full and complete copy of the Resolution is attached to and part of these minutes.]

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Storm, Sullivan, Walk and Wright. No: None.  
Advisory Vote: Student Trustee Kile voted yes.  
Absent: None.  
Motion carried.

**Approval of Resolution No. 0420-021- “Account Resolutions Certificate for Treasury Management Services” and Commercial Master Signature Card for Delivery to Fifth Third Bank.**

Dr. Bullock proposed the Board approve the above-referenced Resolution to update the Accounts Resolution and Signature Card provided to depository Fifth Third Bank. He said approval of this Resolution will retain his signatory card authority as College President and grant authority to Mr. Nuxoll as the College Treasurer. He also said details of the duties and provisions are provided on Exhibits A and B of the Resolution.

Trustee Walk moved and Trustee Storm seconded to approve, as presented, Resolution No. 0420-021 – “Account Resolutions Certificate for Treasury Management Services” and Commercial Master Signature Card for Delivery to Fifth Third Bank. [A full and complete copy of the Resolution is attached to and part of these minutes.]

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Storm, Sullivan, Walk and Wright. No: None.  
Advisory Vote: Student Trustee Kile voted yes.



Absent: None.  
Motion carried.

### **Approval of Lake Land College Faculty Association Contract.**

Dr. Bullock said he had personally called each trustee to discuss the proposed contract with the Lake Land College Faculty Association for academic years 2020-2021, 2021-2022, and 2022-2023. Trustees also reviewed documents summarizing these changes. Dr. Bullock said the economics of the agreement will include implementation of a base salary schedule incorporated into Article II B 8. He also said that full-time faculty covered by this agreement each academic year shall receive an increase in their base salary based on the following schedule:

- 1.80% of 2019-2020 base salary + \$500 in Academic Year 2020-2021.
- 2.0% of 2020-2021 base salary + \$250 in Academic Year 2021-2022.
- 2.2% of 2021-2022 base salary + \$125 in Academic Year 2022-2023.

Trustee Cadwell moved and Trustee Curtis seconded to approve, as presented, the proposed contract with the Lake Land College Faculty Association for Academic Years 2020-2021, 2021-2022, and 2022-2023.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Storm, Sullivan, Walk and Wright. No: None.

Advisory Vote: Student Trustee Kile voted yes.

Absent: None.

Motion carried.

### **Certification of Student Trustee and Sophomore Student Government Association Election Results.**

Trustees heard a request from Dr. Stovall to accept the above-referenced election results and seat the newly elected student trustee.

Trustee Wright moved and Student Trustee Kile seconded to certify as presented the 2020 winners of the sophomore SGA delegates election, the student trustee election and seat Mr. Lucas Dudit as the 2020-2021 student trustee effective April 15, 2020.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Storm, Sullivan, Walk and Wright. No: None.

Advisory Vote: Student Trustee Kile voted yes.

Absent: None.

Motion carried.

### **Acceptance of Reporting of February 2020 Financial Statements.**

Trustees reviewed the February 2020 Financial Statements and a memorandum from Mr. Greg Nuxoll, Vice President for Business Services, highlighting variances for the statements. This information included a summary of all operational expenditures (Funds 1 and 2) year to date as compared to budgeted amounts, a salary and benefits summary. Trustees heard a brief overview from Mr. Nuxoll regarding variances in the revenue and expenditures to date in FY 2020.

Trustee Storm, Finance Committee Chair, said he and the Committee members had reviewed the February 2020 Financial Statements.

Trustee Storm moved and Trustee Wright seconded to approve as presented the February 2020 Financial Statements.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Storm, Sullivan, Walk and Wright. No: None.

Advisory Vote: Student Trustee Kile voted yes.

Absent: None.

Motion carried.

### **Acceptance of Illinois Public Risk Fund Safety Grant.**

Trustees reviewed a recommendation from Ms. Dustha Wahls, Director of Human Resources, requesting that the Board accept a safety grant in the amount of \$16,955 from the Illinois Public Risk Fund (IPRF) who administers the College's worker's compensation program. Dr. Bullock requested the Board accept this grant and said these funds will be used for safety initiatives to reduce workplace illness and injuries.

Trustee Sullivan moved and Trustee Curtis seconded to approve as presented to accept a safety grant in the amount of \$16,955 from the Illinois Public Risk Fund (IPRF).

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Storm, Sullivan, Walk and Wright. No: None.

Advisory Vote: Student Trustee Kile voted yes.

Absent: None.

Motion carried.

### **Approval of Property, Casualty, and Liability Insurance Renewal.**

Trustees heard a recommendation from Mr. Nuxoll regarding the recommendation for the Board to approve the property, casualty and liability insurance renewal bid submitted by The Hanover, our current provider, in the amount of \$146,381 for the upcoming renewal year. He said Dimond Brothers Insurance, the College's property and casualty insurance consultant,

solicited bids from five providers, with three bids being received. He said the proposed bid from The Hanover represents a decrease of \$6,413 in costs for the current policy year.

Trustee Cadwell moved and Trustee Curtis seconded to approve as presented the property, casualty and liability insurance renewal bid from The Hanover in the amount of \$146,381 for the upcoming policy year April 15, 2020, through April 15, 2021.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Storm, Walk and Wright. No: Sullivan. Advisory Vote: Student Trustee Kile voted yes.

Absent: None.

Motion carried.

### **Acceptance of Gift-In-Kind Donation from the Lake Land College Foundation on behalf of the John Deere Tech Program.**

Trustees heard a request from Dr. Bullock and reviewed a recommendation from Ms. Christi Donsbach, Executive Director for College Advancement, for the Board to accept the gift-in-kind donation of a John Deere transmission valued at \$41,482 and an engine valued at \$29,879 from the Lake Land College Foundation. Dr. Bullock said the equipment, generously donated to the Foundation by John Deere of Olathe, Kansas, will be used for training purposes in the John Deere Tech program. Dr. Bullock thanked Mr. Russell Neu, John Deere Tech Instructor, for his leadership in securing the donations.

Trustee Curtis moved and Trustee Storm seconded to accept from the Foundation the gift-in-kind donation of a John Deere transmission valued at \$41,482 and an engine valued at \$29,879 to be used for educational purposes in the John Deere Tech Program.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Storm, Walk and Wright. No: Sullivan. Advisory Vote: Student Trustee Kile voted yes.

Absent: None.

Motion carried.

### **Approval of Talented Student Awards for Athletics.**

Dr. Stovall requested the Board approve a temporary revision to the Athletics Scholarships Guidelines allowing an additional six Talented Student Scholarships – Athletics to be awarded for both baseball and softball for the 2020-2021 year only and in accordance with NJCAA guidelines. Dr. Stovall highlighted the basis for this recommendation and said it follows NJCAA's guidelines resulting from the impact of COVID-19 for student athletes.

Trustee Wright moved and Trustee Cadwell seconded to approve as presented a temporary revision to the Athletics Scholarships Guidelines allowing an additional six Talented Student Scholarships – Athletics to be awarded for both baseball and softball for the 2020-21 year.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Storm, Sullivan, Walk and Wright. No: None.

Advisory Vote: Student Trustee Kile voted yes.

Absent: None.

Motion carried.

### **Approval of Bid for Forklift for Ag Tech Program.**

Trustees heard a recommendation from Mr. Nuxoll for the Board to award the bid received from Toyota-Lift of Southern Illinois, Effingham, in the amount of \$31,807 for the purchase of a forklift to be used by the Ag Tech program. Trustees reviewed the bid tabulation sheet detailing bids received from three vendors.

Trustee Sullivan moved and Trustee Walk seconded to award the bid received from Toyota-Lift of Southern Illinois, Effingham, in the amount of \$31,807 for the purchase of a forklift to be used by the Ag Tech program.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Storm, Sullivan, Walk and Wright. No: None.

Advisory Vote: Student Trustee Kile voted yes.

Absent: None.

Motion carried.

### **Approval of Rebid for Concrete for Loading Dock for Workforce and Community Education Building Project.**

Trustees heard a recommendation from Mr. Nuxoll for the Board to award the bid received from Integrity Concrete and Excavation LLC, Paxton in the amount of \$32,807 for the concrete to construct a loading dock as part of the Workforce and Community Education Building Project. Trustees reviewed the bid tabulation sheet. Mr. Nuxoll said the decision to add a loading dock to the south side of this new facility was made after the Board recently approved the various bid components for this project. Thus, a new bid was required.

Trustee Curtis moved and Trustee Cadwell seconded to award the bid received from Integrity Concrete and Excavation LLC, Paxton in the amount of \$32,807 for the concrete to construct a loading dock as part of the Workforce and Community Education Building Project.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Storm, Sullivan, Walk and Wright. No: None.  
Advisory Vote: Student Trustee Kile voted yes.  
Absent: None.  
Motion carried.

### **Approval of Bid for Gym Floor.**

Trustees heard a recommendation from Mr. Nuxoll for the Board to award the bid received from Stalker Sports Floors of New London, Wisconsin, in the amount of \$33,240 for the Field House Gym Floor Repair project. Trustees reviewed the bid tabulation sheet detailing bids received from three vendors.

Trustee Sullivan moved and Trustee Wright seconded to award the bid received from Stalker Sports Floors of New London, Wisconsin, in the amount of \$33,240 for the Field House Gym Floor Repair project.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Storm, Sullivan, Walk and Wright. No: None.  
Advisory Vote: Student Trustee Kile voted yes.  
Absent: None.  
Motion carried.

### **Approval of Human Resources Report.**

Trustees reviewed the Human Resources Report. Dr. Bullock requested the Board approve the report as presented and he highlighted a few of the personnel recommendations.

Trustee Cadwell motioned and Trustee Curtis seconded to approve as presented the following Human Resources Report.

### **The following employees are recommended for FMLA leave. Board policy 05.14.12.**

Harris, Mark	FMLA & Intermittent	03/01/2020-03/10/2020
Hull, James	FMLA	02/17/2020-04/30/2020
Pollitt, Kevin	Intermittent	03/01/2020-09/08/2020
Vanseghi, Kassandra	FMLA	05/26/2020-08/24/2020

### **Additional Appointments**

**The following employees are recommended for additional appointments**

	<b>Position</b>	<b>Effective Date</b>
<b>Part-time</b>		
Brummet, Brenton	Tutor - Student Learning Assistance Ce Primary Position is Perkins Student Worker - Business	01/27/2020
Hackman, Jessica	Tutor-Disability Services - Student Primary Position is Tutor - Student Lrng Asst	06/08/2020

Titus, Timothy	Tutor-Disability Services - Student	01/31/2020
	Primary Position is Tutor - Student Lrng Asst	
Titus, Timothy	Tutor-Student Community Education	01/31/2020
	Primary Position is Tutor - Student Lrng Asst	

**Part-time - Grant Funded**

Hackman, Jessica	Tutor-Student Carl Perkins	06/08/2020
	Primary Position is Tutor - Student Lrng Asst	
Riker, Kara	Adjunct DOC College Funded Instructor	03/16/2020
	Primary Position is Associate Dean - Lawrence CC	
Titus, Timothy	Tutor-Student Carl Perkins	01/31/2020
	Primary Position is Tutor - Student Lrng Asst	
Froese, Morgan	College Work Study - Early Childhood E	01/13/2020
	Primary Position is Newspaper Ed Student News	

**End Additional Appointments**

The following employees are ending their additional appointment

	Position	Effective Date
<b>Part-time</b>		
Clodfelter, Alan	Tutor	06/30/2019
Dal Pozzo, Thomas	Tutor	05/19/2019
Gradle, Scott	Tutor	04/09/2017
Niebrugge, Stephen	Adjunct Instructor Technology	03/26/2020
Walk, Emmalyn	AG Intern	02/09/2020

**New Hire-Employees**

The following employees are recommended for hire

	Position	Effective Date
<b>Full-time - Grant Funded</b>		
Smith, Andrew	Correctional Occupations Instructor- IYC St Charles	03/16/2020
<b>Part-time</b>		
Bowen, Mercury	Marketing Communications Specialist	03/06/2020
Dyer, Brett	CBI Non-credit Instructor	03/26/2020
Hackman, Jessica	Tutor - Student Learning Assistance	06/08/2020
Potts, Tonya	IDOC CPR Instructor	03/05/2020
Titus, Timothy	Tutor - Student Learning Assistance	01/31/2020
<b>Part-time - Grant Funded</b>		
Bowlin, DeAnna	TRIO SSS Student Assistant	02/24/2020
Lee, Christina	Adjunct DOC College Funded Instructor	03/17/2020
Merryman, Reilly	Pathways Classroom Assistant	03/03/2020
Reeder, Sandra	Adjunct DOC College Funded Instructor	03/16/2020
Stucka, Jennifer	Adjunct DOC College Funded Instructor	03/16/2020

**Terminations/Resignations**

**The following employees are terminating employment**

	<b>Position</b>	<b>Effective Date</b>
<b>Unpaid Volunteer</b>		
Hank, Gage	Ag Volunteer	06/30/2018
Headrick, Sierra	Counseling Services Unpaid Intern	12/23/2019
Lumley, Harley	Peer to Peer Assistant - Ag	06/30/2019
Schumaker, Zackery	Ag Volunteer	06/30/2018
<b>Full-time</b>		
Baxter, William	Maintenance-Retiree	04/30/2020
Harrington, Elizabeth	Adm Asst to Dean Correctional Programs	02/14/2020
McDevitt, Steve	Maintenance-Retiree	04/30/2020
Miller, Tara	Corr Office Assistant – Lincoln CC	02/17/2020
Schlechte, Gerry	Director of Workforce Investment-Retiree	04/30/2020
<b>Part-time</b>		
Davis, Breanna	Marketing Communications Specialist	03/06/2020
Frost, Christine	Dual Credit Coordinator	03/09/2020
Griesemer, Wendy	Dual Credit Coordinator	03/09/2020
Heath, Emma	Agriculture Education Intern	06/30/2019
Hoekstra, Lisa	Dual Credit Coordinator	03/09/2020
Moon, Leigh	Adjunct Faculty Business	05/19/2019
Nelson, Hannah	Agriculture Education Intern	06/30/2019
Peters, Cassie	Agriculture Education Intern	06/30/2019
Seal, Clarissa	Lab Assistant for Map	02/24/2020
Smith, Lucille	Agriculture Education Intern	06/30/2019
Vergara, Mandy	Cosmetology Clinical Instructor	11/03/2019
Wright, Teresa	Adm Asst Marshall Ext Center	02/28/2020
Zientara, Richard	Tutor - Associate-Lrng Asst	12/15/2019
<b>College Work Studys</b>		
Houser, Kyle	College Work Study-Printshop	12/01/2019
Parsons, Riley	College Work Study Bookstore	02/03/2020

**Transfers/Promotions**

**The following employee is recommended for a change in position**

	<b>Position</b>	<b>Effective Date</b>
<b>Full-time - Grant Funded</b>		
Corda Hadjaoui, Jamie	Director of Workforce Investment (FT) Transferring from Perkins Specialist (FT)	04/14/2020

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Storm, Sullivan, Walk and Wright. No: None.

Advisory Vote: Student Trustee Kile voted yes.

Absent: None.  
Motion carried.

**Other Business. (Non-action)**

There was no additional discussion.

**Adjournment.**

Trustee Walk moved and Trustee Cadwell seconded to adjourn the meeting of the Lake Land College Board of Trustees at 7:18 p.m.  
Motion carried with unanimous voice vote approval.

Approved by:

\_\_\_\_\_  
Ms. Doris Reynolds, Board Chair

\_\_\_\_\_  
Mr. Gary Cadwell, Board Secretary

\*Note – See Board of Trustees web page for any referenced attachments to these minutes.  
[https://www.lakelandcollege.edu/col/board\\_minutes/](https://www.lakelandcollege.edu/col/board_minutes/)