

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



Regular Board Meeting No. 712
Board and Administration Center, Room 011
Mattoon, IL
April 13, 2026

Minutes

Call to Order.

Chair Wright called the April 13, 2026, regular meeting of the Lake Land College Board of Trustees to order at 6:00 p.m. in room 011 of Board and Administration Center, Mattoon, IL.

Roll Call.

Trustees Physically Present:

Trustees Physically Present: Mr. Thomas Wright, Chair; Mr. Gary Cadwell; Mr. Chuck Deters; Mr. Larry D. Lilly, Secretary; Mr. Scott Montgomery; Ms. Doris Reynolds; Ms. Denise Walk, Vice-Chair; and Student Trustee Jay Bliler.

Trustees *Absent*: None.

Others Participating via Telephonic or Electronic Means: None.

Others Present:

Dr. Ikemefuna Nwosu, Vice President for Academic Services; Mr. John Woodruff, Vice President for Business Services; Ms. Jean Anne Highland, Chief of Staff; Ms. Heather Nohren, Vice President for Student Services; Ms. Seirra Laughunn, Executive Assistant to the President's Office; and members of the staff.

Approval of Consent Items.

Trustee Walk moved and Trustee Reynolds seconded to approve the consent agenda as presented.

1. Approval of Minutes of March 9, 2026, Regular Meeting.
2. Approval of Minutes of March 9, 2026, Closed Session.
3. Approval of Agenda of April 13, 2026, Board of Trustees Meeting.
4. Bills for Payment and Travel Expenses, Including Trustee Travel Reimbursement.

The following is a summary by funds:

Education Fund	\$	767,872.97
Building Fund	\$	132,520.09
Site & Construction Fund	\$	503,121.31
Bond & Interest Fund	\$	-
Auxiliary Services Fund	\$	146,149.00
Restricted Purposes Fund	\$	259,264.08
Working Cash Fund	\$	-
Audit Fund	\$	-
Liability Insurance Fund	\$	70,441.81
Student Accts Receivables	\$	389,161.64
Total	\$	2,268,530.90

For a summary of trustee travel reimbursement and details of bills refer to [the Board of Trustees web page](#).

5. Destruction of Tape Recording of the October 14, 2024, Closed Session.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

Motion carried.

Hearing of Citizens, Faculty, and Staff.

There were no public comments.

Adjournment Sine Die.

Trustee Cadwell moved and Trustee Walk seconded to adjourn sine die at 6:03 p.m. to conduct the annual organizational meeting.

Motion carried by unanimous voice vote.

Organization of the Board

Call to Order and Appointment of Secretary Pro Tem.

Chair Wright called the meeting to order at 6:03 p.m. and appointed Trustee Lilly to act as Secretary Pro Tem.

Roll Call.

Trustees Present: Mr. Gary Cadwell, Mr. Chuck Deters, Mr. Larry D. Lilly, Mr. Scott Montgomery, Ms. Doris Reynolds, Ms. Denise Walk, Mr. Tom Wright and Student Trustee Jay Bliler.

Members Absent: None.

Election of Chairperson Pro Tem.

Chairman Wright nominated Trustee Wright to act as Chairperson Pro Tem. Trustee Reynolds seconded the nomination.

There being no further nominations, Chair Pro Tem Wright declared the nominations to be closed.

Chairman Pro Tem asked for a roll call vote on the motion to appoint Trustee Wright as the Chairperson Pro Tem.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

Motion carried.

Election of Secretary Pro Tem.

Trustee Cadwell nominated Trustee Lilly to act as Secretary Pro Tem and Trustee Deters seconded the nomination.

There being no further nominations, Chair Pro Tem Wright declared the nominations to be closed.

Chairman Pro Tem Wright asked for a roll call vote on the motion to appoint Trustee Lilly as the Secretary Pro Tem.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

Motion carried.

Election of Board Chair and Length of Term.

Trustee Cadwell nominated Trustee Wright to serve as Chair of the Board for a period of one year. Trustee Reynolds seconded the nomination.

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

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

Motion carried.

Election of Board Vice-Chair and Length of Term.

Trustee Reynolds nominated Trustee Walk to serve as Vice Chair of the Board for a period of one year. Trustee Montgomery seconded the nomination.

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

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

Motion carried.

Election of Board Secretary and Length of Term.

Trustee Walk nominated Trustee Lilly to serve as Secretary of the Board for a period of one year. Trustee Deters seconded the nomination.

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

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

Motion carried.

6:07 p.m. - The new officers took their seats, and Chair Wright took responsibility for the meeting.

Chair Wright asked all Trustees to take the oath or affirmation of office per Article XIII, Section 3 of the Constitution of the State of Illinois. Trustees each stated:

“I do solemnly affirm that I will support the Constitution of the United States, and the Constitution of the State of Illinois, and that I will faithfully discharge the duties of the office of Lake Land College Trustee to the best of my ability.”

Approval of Resolution No. 0426-008 – Appointment of College Treasurer.

Trustee Reynolds motioned and Trustee Cadwell seconded to Approve Resolution No. 0426-008 as presented to appoint Mr. John Woodruff, Vice President for Business Services, as College Treasurer. [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, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

Motion carried.

Approval of Resolution No. 0426-009 Authorizing College Treasurer to Act as College Fiscal Agent.

Trustee Deters motioned and Trustee Walk seconded to Approve Resolution No. 0426-009 as presented to authorize the Treasurer, Mr. John Woodruff, to act as the College’s fiscal agent. [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, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

Motion carried.

Committee Reports.

ICCTA/Legislative.

Trustee Walk updated the Board on an executive order from the Governor to create a State Attainment Working Group consisting of state agencies, colleges and universities, and other stakeholders who will recommend a statewide goal for post-secondary degrees and workforce credentials aimed at aligning higher education with Illinois' future workforce needs. She said the group is tasked with assessing the types of degrees and credentials needed statewide and regionally and will be presenting recommendations to the Governor by the beginning of December. Ms. Walk is hopeful that this will also support the need for short term Pell programs.

Resource & Development.

Trustee Reynolds, Committee Chair, said the Committee did not meet.

Finance.

Trustee Lilly, Committee Chair, said the Committee did not meet, but items will be discussed later in the agenda.

Buildings & Site.

Trustee Cadwell, Committee Chair, said the Committee did meet and items will be discussed later in the agenda.

Foundation.

Trustee Lilly highlighted the following information and said this report was provided by Ms. Christina Donsbach, Executive Director for College Advancement:

- We are thrilled to share that over \$558,000 in Foundation scholarships was awarded to 434 current and incoming students during our first round of 2026-2027 scholarships.

This is a significant growth in both the number of scholarships and the total dollars compared to the first cycle of last year (over a 60% increase in both)! Applications for the second cycle will reopen June 1 – August 31.

- The Foundation is partnering with the LLC Annuity Association on April 8 to host a retirement readiness speaker and luncheon for current LLC employees and retirees.
- We are excited to partner with the LLC Book Store again this year for graduation. Graduates will receive a special alumni gift and a congratulatory card during the week they pick up their caps and gowns.

Student Report.

Student Trustee Bliler reported since the Board's last meeting that the Student Government Association (SGA) has convened five times. He said important actions for the SGA have included approval of amendments to the Nursing Club constitution and the SGA constitution also received revisions. First, a change of the GPA requirement for delegates and officers. The GPA requirements were each lowered by 0.25 and now officers must maintain a GPA of 2.5 and delegates must maintain a GPA of 2.25. He said this brings SGA requirements closer to the requirements of other student leaders, including the student trustee, whose GPA requirement is 2.0 per board policy. Mr. Bliler said the SGA also hosted a Red Cross Blood Drive on April 2 and he thanked the Red Cross and the SGA for the college's support of this lifesaving effort. He said SGA is preparing to represent the interests of our students, and Illinois community colleges, in Springfield, at Advocacy Day on April 16. The SGA hosted the Club Lunch on April 1 and had excellent attendance from club leaders and advisors, and enjoyed the opportunity to connect with students. Mr. Bliler said club funding is set to be approved and distributed soon. On April 8, SGA welcomed Vice President Nohren to meet new SGA members and discuss student topics. He said the SGA appreciates Vice President Nohren's efforts and her insight for SGA. Finally, the SGA hosted elections for Sophomore Delegates and Student Trustee on March 25-26. He announced the results of the election which are presented for approval later in the agenda this evening. The results are as follows:

- Wyatt Draper: Student Trustee
- Rhett Lehman: Sophomore Delegate
- Aaliyah Abulfathi: Sophomore Delegate
- Taylar Lee Mercer: Sophomore Delegate
- Makinzie Gaither: Sophomore Delegate
- Mara Dorjahn: Sophomore Delegate
- Sayde Lynn Hogg: Sophomore Delegate
- Noah John Gorenz: Sophomore Delegate
- Rachel Lynn Warfel: Sophomore Delegate
- Deann St Michael: Sophomore Delegate

Mr. Bliler offered his congratulations to these students and he said SGA Officer elections are to be held soon.

Mr. Bliler said the Student Activity Board, (SAB) has continued their efforts and activities encouraging student involvement. Recent activities have included a book signing and

informational presentation on rural poverty and economies, an SGA election and advising event, a student cookie decorating contest, and an intermural and taco event. He said the SAB is looking forward to the famed Spring Carnival on May 6, on campus, and May 7, at the Effingham Technology Center.

Mr. Bliler said students are also looking ahead to the Student Recognition Banquet on April 29, as well as recognition for several students at banquets and ceremonies happening around campus from now until commencement. He said Congratulations to all students being recognized for their accomplishments as a Laker!

In his final student organization recognition, he thanked and recognized the work and achievements of all students at Lake Land College. He said it is truly the community and combination of people and perspectives that make Lake Land such a unique and special place. He commended his fellow students for their contributions to the college community and for their ideas, which help to make their peers' education so engaging and impactful. He said students who attend Lake Land also build the economic strength of our region and the intellectual advancement of our communities and populations—an invaluable asset to our way of life. He said on a personal level, he would also like to thank the college faculty, staff, administration, and board for your work and support in building students and communities to prosper in these evolving and exciting times. It takes vision to move forward. He said that through the examples of good governance shown by this board, the entire college, and the combined perspectives of students and college staff, we harvest the bounty our work has provided in the promising future of Lake Land students and our home communities. It is these virtues that make Lake Land such an inspirational and special place, and he thanked his fellow students and the entire college community for that.

President's Report.

Ms. Jean Anne Highland, Chief of Staff, on behalf of Dr. Bullock, gave the President's Report. She said:

- The College received \$630,391 in payments from the Illinois Department of Corrections in March toward the FY 2026 balance. A total of \$2.1M remains outstanding for DOC.
- We received no payments in March from the Illinois Department of Juvenile Justice. A balance of \$115,866 remains outstanding.
- In March, the College received payments from the State of Illinois for FY 2026 credit hour reimbursement of \$691,085, equalization of \$1.03 million, and CPPRT of \$32,135. A total of \$3.1 million remains outstanding from the State of Illinois.
- Gov. JB Pritzker has declared April 2026 as Illinois Community College Month to celebrate the Illinois Community College System and the significant impact community colleges have on our state.
- The College's summer hours of operation will begin on Friday, May 22, 2026, through Friday, August 14, 2026.

Business - Non-action Items.

Quarterly Investment Report.

Mr. Gary Swearingen, financial advisor with SC3F Wealth Management Group, highlighted the Quarterly Investment Report for the period ending March 31, 2026. Each trustee received a copy of the report.

Data Discussion – Results from the Spring 2026 Noel Levitz Student Satisfaction Survey.

Dr. Lynn Breer, Director of Institutional Research, presented the monthly data point discussion on the results of the Spring 2026 Noel Levitz Student Satisfaction Survey. Each trustee received a copy of the report.

Phi Theta Kappa All-Illinois Academic Team Nominees.

Ms. Heather Nohren, Vice President for Student Services, announced that three students, Morgan Livingston, Jay Bliler, and Sarah Housh were nominated and recognized as members of the All-Illinois Community College Academic Team. She said that Ms. Livingston, Mr. Bliler and Ms. Housh are transfer student nominees. Ms. Nohren said that Mr. Bliler was selected as a Coca-Cola Scholar, an honor recognizing some of the highest-achieving community college students in the nation. Trustees received a memo highlighting the basis for each of their nominations.

Spring 2026 Commencement.

Ms. Nohren invited Trustees to participate in the Spring 2026 Commencement ceremony at 6:00 p.m. on Friday, May 15, 2026, in the Field House.

Curriculum Committee Update.

Dr. Ike Nwosu, Vice President for Academic Services, presented an update on activities by the Curriculum Committee from October 2025 to March 2026.

Proposed Revisions to Board Policy 07.17.01 – *Incomplete Grade Policy.*

Dr. Nwosu recommended revisions to Board Policy 07.17.01 following a review initiated by Admissions & Records. The proposed revision clarifies expectations by requiring students to submit the completed request to the instructor on or before the final withdrawal date of the course, ensuring adequate time for review and final submission before the grade-submission

deadline. Additionally, the Academic Standards Committee recommended removing procedural steps, such as routing sequences and signature workflows, from the policy and placing them appropriately in Academic Services procedures. He said this strengthens policy clarity presented while allowing operational processes to be updated without Board action.

Dr. Nwosu said this was presented as first reading and will come to the board during the May 2026 regular Board meeting for approval.

Calendar of Events.

Trustees reviewed a calendar of upcoming events. Ms. Highland reminded the Board about the College Commencement Ceremony on May 15, 2026, and the May 20, 2026, Board Retreat at 1 p.m., with lunch at noon and guest, ICCTA Facilitator Mr. Jim Reed, who will be in attendance.

Action Items

Acceptance of February 2026 Financial Statements.

Trustees reviewed the February 2026 Financial Statements and a memorandum from Mr. John Woodruff, Vice President for Business Services, that highlighted the Financial Statements and significant variances. Mr. Woodruff said some of the significant variances are timing related and should normalize by year's end.

Trustee Lilly moved and Trustee Deters seconded to approve, as presented, the February 2026, fiscal year 2026 Financial Statements.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

Motion carried.

Acceptance of Grants.

Ms. Highland highlighted for the Board that the College has received a one-year grant for \$500.00 from the Active Minds x ENOUGH: Stress Less Week ® program. She said the purpose of this grant is to spread the message that speaking up about one's struggles is a sign of strength, and promoting self-care is a priority. Ms. Highland said grant funds will be used to host a Stress-Less related event on campus between April 20-24 using the Active Minds Stress Less Week Toolkit as a guide, and to promote the event on our Active Minds chapter social media channels using the hashtags #WeareENOUGH and #StressLessWeek.

Trustee Walk moved and Trustee Reynolds seconded to approve as presented a one-year \$500.00 grant from Active Minds xENOUGH: Stress Less Week program.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

Motion carried.

Declaration of Surplus Item(s) or Equipment.

Mr. Woodruff requested the Board declare as surplus and grant authorization to dispose of the following items in a manner most beneficial to Lake Land College:

- 2 Precor 954i Treadmills – These treadmills in the student fitness center are outdated and have been replaced with newer models.
- Miscellaneous furniture items from ETC:
 - 5 – Mayline equipment movers
 - 2 – Document Sorting Cabinets
 - 1 – Document Sorting Station with Desk
- SUV used by the Department of Corrections Special Projects Manager that needs extensive repairs and will be traded in:
 - 1 – 2020 Ford Escape

Trustee Deters moved and Trustee Reynolds seconded to declare as presented the various furniture and miscellaneous items as surplus and grant authorization to dispose of the listed items in a manner most beneficial to Lake Land College.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

Motion carried.

Continued Employment of Grant Funded Employees.

Trustees heard a request from Mr. Woodruff that the Board approve the sending of honorable termination notices to all permanently grant-funded, full-time and part-time employees of the College and grant authorization to rescind these dismissal letters and reemploy affected

personnel if and when contracts are received for these grants. He said this request is based on the uncertain status of the federal and state financial conditions supporting various grants. Trustees learned there are no faculty for whom this provision would apply. Mr. Woodruff said that although this is a practice we regret having to enact, the administration feels it is in the College's best interest in the event that the anticipated grant funds are not received.

Trustee Cadwell moved and Trustee Walk seconded to approve, as presented, the sending of honorable termination notices to all permanently grant-funded, full-time and part-time employees of the College and grant authorization to rescind these dismissal letters and reemploy affected personnel if and when contracts are received for the various grant programs.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

Motion carried.

Approval of Retiree Wall of Fame Recipients.

Trustees heard a presentation from Ms. Highland on behalf of the selection committee for this year's Retiree Wall of Fame Award recipients. Trustees reviewed the nominations and the extensive basis for each recommended award recipient. Ms. Highland said the selection committee recommends the following 2026 award recipients: Nina Rose of Charleston, IL, Alvin Siebert of Effingham, IL, and Larry Hymes (posthumously) of Neoga, IL, honoring their years of dedicated service and lasting contributions to Lake Land College.

Members of the committee included President Bullock, Ms. Doris Reynolds representing the Board of Trustees, Mr. Greg Powers and Ms. Jasmine Ballard representing the faculty, and Ms. Joy Kaurin and Dr. Lynn Breer representing the staff.

Trustee Reynolds moved and Trustee Lilly seconded to approve the naming of Ms. Nina Rose of Charleston, IL, Mr. Alvin Siebert of Effingham, IL, and Mr. Larry Hymes (posthumously) of Neoga as the 2026 Retiree Wall of Fame Award recipients.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

Motion carried.

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

Trustees heard a request from Ms. Nohren to accept the above-referenced election results and seat the newly elected student trustee, Mr. Wyatt Draper of Mattoon, IL.

Trustee Walk moved and Trustee Montgomery seconded to approve as presented the 2026 winners of the sophomore SGA delegates election, the student trustee election, and seat Mr. Wyatt Draper as the 2026-2027 student trustee effective April 15, 2026.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

Motion carried.

Chair Wright thanked outgoing student trustee Jay Bliler for his outstanding service and presented him with a recognition plaque.

Approval of One-Year Renewal for Zoom Services.

Trustees heard a presentation from Mr. Woodruff, on behalf of the ISS team, requesting approval for a 1-year renewal of Zoom services to maintain seamless communication, collaboration, and virtual engagement across our organization. Zoom has been a critical platform for virtual meetings, remote instruction, and hybrid collaboration, especially within our educational and administrative operations. The renewal term runs from March 13, 2026, through March 12, 2027, at a total annual cost of \$37,572.80.

Trustee Deters moved and Trustee Walk seconded to approve, as presented, the one-year renewal of Zoom services through Zoom Communications, Inc. of San Jose, California for faculty/staff and students from March 13, 2026, through March 12, 2027, at a total annual cost of \$37,572.80.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

Motion carried.

Waive First Reading and Approve Revisions to Board Policies 05.04.06 – Personal Days, 05.04.07 – Sick Days, and 05.04.20 – Overtime and Compensatory Time for Non-Exempt Employees.

Trustees received a recommendation from Ms. Dustha Wahls, Director of Human Resources, and the administration to waive first reading and approve a minor update to the College's leave policies governing sick leave, personal leave, and compensatory time. Mr. Woodruff said the proposed revisions would allow employees to use leave time in thirty-minute increments rather than the current one-hour increments. The purpose of this change is to provide employees with greater flexibility in managing their accumulated leave time while also supporting the operational needs of the College. Mr. Woodruff said this change will better accommodate scheduling adjustments such as the summer work schedule.

Trustee Cadwell inquired about the sentence in the second to last paragraph of proposed revisions to Policy 05.04.07 in which there is still a reference to using leave in whole hours. This sentence states: "Whole hours must be taken; anyone taking less than an hour will be charged at the next hourly level." Mr. Woodruff said this was an oversight on the administration's part and this sentence should be struck from the Policy as well.

With the above-noted correction, Trustee Walk moved and Trustee Cadwell seconded to waive first reading and approve as presented the recommended changes to board policies 05.04.06-*Personal Days*, 05.04.07-*Sick Days*, and 05.04.20-*Overtime and Compensatory Time for Non-Exempt Employees*, which would become effective with the May 2026 Summer work schedule. There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

Motion carried.

Approval of TORT.

Mr. Woodruff said the Tort Immunity Act allows public entities to levy taxes to fund expenses related to tort liability, insurance and risk management programs. Trustees reviewed a memorandum regarding the College's Tort Levy Expenditures/Risk Management Plan for FY 2027. Trustees also reviewed details of the Tort Levy Plan, which was adopted in August 2025 and is reviewed annually by the Vice President of Business Services, Human Resources, and Comptroller for position changes and updates. He said we are moving this request to the April Board meeting to allow any potential recommendations by the Board to be accounted for in the fiscal year 2027 budget.

Trustee Cadwell moved and Trustee Lilly seconded to approve, as presented, the FY 2027 Tort Levy Expenditures/Risk Management Plan, which will be incorporated into the fiscal year 2027 budget.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

Motion carried.

Approval of Purchase of Forklift Simulators for the Illinois Department of Corrections Training Programs.

Trustees reviewed a memo from Mr. Brandon Young, Dean of Correctional Programs, and heard a request from Dr. Nwosu, Vice President for Academic Services, for the Board to approve the purchase of 3 Sit -Down Forklift simulators. One for Hill Correctional Center, one for Sheridan Correctional Center, and one for Vienna Correctional Center. He said these have been approved for purchase by the Illinois Department of Corrections utilizing CTEI and Perkins grant money allocated to the Lake Land Corrections contract.

Dr. Nwosu noted that a bid was not required per Board Policy (#4.L.), the exclusion for contracts for goods or services economically procurable from only one source, as Moss Enterprises, Inc., is Simlog's sole educational solutions reseller in the State of Illinois.

Trustee Montgomery moved and Trustee Lilly seconded to approve, as presented, the purchase of three Forklift Simulators in the amount of \$190,929. On each quote, the optional \$600 Simlog training will not be purchased. \$127,286 will come from CTEI grant money and \$63,643 will come from the Perkins grant. Purchase will be made from Moss Enterprises, 5530 West Parkway, Ste 100, Johnston, IA, 50131.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

Motion carried.

Approval of Purchase of Furniture from Widmer Interiors.

Trustees heard a recommendation from Mr. Woodruff for furniture plans and purchase for replacements/updates to furniture in the Field House, Luther Student Center, Northwest and West Buildings.

Mr. Woodruff said the total furniture cost proposed and summarized is not to exceed \$109,229.51 and detailed as follows, which includes tariff surcharges and assembly/installation:

- \$18,982.10 – This furniture replacement/upgrade is in conjunction with the remodel of the Field House offices that were damaged in a water leak.
- \$26,822.13 – This furniture replacement/upgrade is for offices in TRIO, Admissions and for new lobby furniture in the Luther Student Center.
- \$1,496.70 – Furniture for classroom 105 in the Northwest Building.
- \$42,220.62 – Replacement furniture to upgrade several commons areas in the West Building.

Mr. Woodruff said the College is utilizing Widmer Interiors of Bloomington, Illinois, who is a member of the Omni contract pricing associated with state bidding, which alleviates the need to seek bids on the above-related furniture purchase.

Trustee Walk moved and Trustee Deters seconded to approve, as presented, the proposal for the purchase and installation of new furniture for the Field House, Luther Student Center, Northwest and West Buildings from Widmer Interiors of Bloomington, Illinois, at a total cost not to exceed \$109,229.51.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

Motion carried.

Approval of Agreement with Assessment Technologies Institute for Instructional Products for the Allied Health Program.

Trustees heard a recommendation from Dr. Nwosu regarding a recommended purchase agreement with Assessment Technologies Institute (ATI) for instructional products for the Allied Health Program. Dr. Nwosu said students enrolled in Lake Land College Nursing Programs utilize multiple products through ATI and that their products are designed to support student achievement in course and program outcomes. He said they further aim to promote success on NCLEX examinations.

Dr. Nwosu said the proposed three-year agreement provides meaningful cost stability by allowing the College to lock in favorable pricing and avoid potential annual rate increases,

while also saving work time across multiple departments and promoting a more streamlined approach to this purchase. He said the term of the agreement would start July 1, 2026, and conclude June 30, 2029. Trustees received pricing and contract information.

Trustee Reynolds moved and Trustee Deters seconded to approve as presented the ATI Instructional Products agreement with Assessment Technologies Institute (ATI) of Kansas City, Missouri, for the contract term July 1, 2026, through June 30, 2029, for the amount not to exceed \$304,133.50 in fiscal year 2027, \$328,451.65 in fiscal year 2028, and \$348,502.81 in fiscal year 2029.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

Motion carried.

Approval of Bid for West Building EV Charger Upgrade.

Mr. Woodruff presented to the Board his recommendation to hire Commercial Electric Inc. of Mattoon, Illinois, for the EV Charger Upgrade Project at the West Building (Parking Lot D). The project scope includes the removal of the existing EV charger and the furnishing and installation of a new ChargePoint Level 3 DC Fast-Charger, new concrete pad, and all associated conduit, wiring, and terminations. He said that one additional charger is also included in the scope to be used for classroom instructional purposes, and the project will be funded through an awarded grant, with no impact on operating funds. Trustees received the bid proposals from four firms.

<u>NAME</u>	<u>TOTAL</u>
COMMERCIAL ELECTRIC INC. MATTOON, IL	\$55,420.00
ANDERSON ELECTRIC INC. MATTOON, IL	\$57,980.00
NADLER ELECTRICAL CONTRACTING, INC. SULLIVAN, IL	\$65,554.07
BODINE ELECTRIC OF DECATUR DECATUR, IL	\$70,589.00

Trustee Lilly moved and Trustee Deters seconded to approve, as presented, the proposal received by Commercial Electric Inc. of Mattoon, Illinois for the total amount of \$55,420.00 for the EV Charger Upgrade Project.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

Motion carried.

Approval of Appointment or Reappointment of Division Chairs.

Dr. Nwosu presented a recommendation for the Board to reappoint five Division chairs for the academic year 2026/2027.

- Mr. Ryan Orrick, Agriculture Division
- Dr. Erin Swingler, Allied Health Division
- Mr. Brian Madlem, Business and Technology Division
- Mr. Ed Thomas, Humanities and Communications Division
- Mr. Charles Jarrell, Social Science and Education Division

Dr. Nwosu said the search for the new Division Chair for the Math and Science Division has concluded successfully, with the selection of Dr. Greg Capitosti as the new Division Chair. He said this is the response to the stepping down of the current chair, effective June 30, 2026. Dr. Nwosu respectfully requested approval to hire Dr. Capitosti as the Division Chair.

Trustee Walk moved and Trustee Reynolds seconded to approve the reappointment of five Division Chairs as presented effective AY 2026-2027 and approve the appointment of Dr. Greg Capitosti as Division Chair of the Math and Science Division effective July 1, 2026. Division Chairs will be as follows:

- Mr. Ryan Orrick, Agriculture Division
- Dr. Erin Swingler, Allied Health Division
- Mr. Brian Madlem, Business and Technology Division
- Mr. Ed Thomas, Humanities and Communications Division
- Dr. Greg Capitosti, Math and Science Division
- Mr. Charles Jarrell, Social Science and Education Division

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

Motion carried.

Approval of Contract with TradeBe for Chemical Removal Services.

Mr. Woodruff presented to the Board a recommendation for the Board to approve a contract with Tradebe Environmental Services, LLC of Merrillville, Indiana for chemical removal

services that had already been completed. Trustees reviewed his memo with information regarding Lake Land personnel that had inadvertently contracted these services without proper administrative and Board approval. He noted that the original agreement with Tradebe was signed on March 13, 2025, by an unauthorized Lake Land employee and that the amount of the agreement was \$15,506.65. He informed Trustees that the Administration has now conducted employee training, reminding employees that agreements that exceed \$10,000, per Board policy, require the President or Vice President for Business Services to sign. He also informed Trustees that in October of 2025 the Administration received from TradeBe signed documentation confirming/justifying their new total requested payment of \$33,372.35. He said that since then he has been working with TradeBe to try to resolve the payment dispute, and to preserve the College's credit rating he recommended the College pay TradeBe a final balance of \$30,872.35.

Trustee Walk moved and Trustee Cadwell seconded to approve as presented the invoiced payment of \$30,872.35 to Tradebe Environmental Services of Merrillville, IN for the actual work while on site. In addition, for record-keeping purposes, approval of the original agreement dated March 13, 2025, for the quoted amount of \$15,506.65.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

Motion carried.

Closed Session.

7:18 p.m. – Trustee Walk moved and Trustee Reynolds seconded to convene to closed session, pursuant to Chapter 5 of the Illinois Compiled Statutes Section 120/2(c)(1), to consider the appointment, employment, compensation, performance, discipline, or dismissal of specific employees of the College.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

Motion carried.

Return to Open Session - Roll Call

7:27 p.m.

Trustees Physically Present: Mr. Gary Cadwell; Mr. Chuck Deters; Mr. Larry D. Lilly, Secretary; Mr. Scott Montgomery; Ms. Doris Reynolds; Ms. Denise Walk, Vice-Chair; Mr. Thomas Wright, Chair and Student Trustee Bliler.

Trustees Absent: None.

Others Participating via Telephonic or Electronic Means: None.

Approval of the Human Resources Report.

Trustees reviewed the Human Resources Report. Chair Wright requested that the Board approve the Report as presented. Ms. Highland highlighted some of the recommended personnel changes.

Trustee Reynolds motioned and Trustee Cadwell seconded to approve the Human Resources Report as presented. This followed discussion on the topic in closed session related only to the granting of a general leave without pay request for two employees and for the appointment of two new full-time, tenure-track faculty members.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Deters, Lilly, Montgomery, Reynolds, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Bliler voted yes.

Absent: None.

Motion carried.

Other Business. (Non-action)

Trustee Reynolds emphasized the importance of Lake Land College retirees and alumni, highlighting upcoming events on April 20 and the 60th Anniversary celebration on September 24, 2026.

Adjournment.

Trustee Reynolds moved and Trustee Deters seconded to adjourn the meeting at 7:31 p.m.

There was no further discussion.

Motion carried by unanimous voice vote.

Approved by:

/s/Tom Wright
Board Chair

/s/Larry D. Lilly
Board Secretary

*Note – See Board of Trustees web page for any referenced attachments to these minutes.
https://www.lakelandcollege.edu/col/board_minutes/