

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



Regular Board Meeting No. 664
Board and Administration Center, Room 011
Mattoon, IL
April 18, 2022

Minutes

Call to Order.

Chair Sullivan called the April 18, 2022, regular meeting of the Lake Land College Board of Trustees to order at 6:00 p.m. in room 011 of the Board & Administration Center, Mattoon, IL.

Chair Sullivan announced the Board would remove from the agenda action item #7 – Approval of Bid for Greenhouse Utilities Connection.

Roll Call.

Trustees Physically Present: Mr. Gary Cadwell, Vice-Chair; Mr. Kevin Curtis; Ms. Doris Reynolds; Mr. Dave Storm; Mr. Mike Sullivan, Chair; Ms. Denise Walk; Mr. Thomas Wright, Secretary and Student Trustee Katie Greuel.

Trustees Absent: None.

Others Participating via Telephonic or Electronic Means: None.

Others Present: Dr. Jonathan Bullock, President; Mr. Jon Althaus, Vice President for Academic Services; Ms. Jean Anne Highland, Chief of Staff; Ms. Seirra Laughunn, Executive Assistant to the President's Office; Mr. Greg Nuxoll, Vice President for Business Services; and members of the staff.

Approval of Consent Items.

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

1. Approval of Minutes of March 14, 2022, Regular Meeting.
2. Approval of Agenda of April 18, 2022, Board of Trustees Meeting.
3. Bills for Payment and Travel Expenses, Including Trustee Travel Reimbursement.

The following is a summary by funds:

Education Fund	\$	457,036.03
Building Fund	\$	36,519.92
Site & Construction Fund	\$	12,965.33
Bond & Interest Fund	\$	-
Auxiliary Services Fund	\$	90,367.86
Restricted Purposes Fund	\$	527,756.90
Working Cash Fund	\$	-
Audit Fund	\$	-
Liability Insurance Fund	\$	22,775.14
Student Accts Receivables	\$	286,427.04
Total	\$	1,433,848.22

For a summary of trustee travel reimbursement and details of bills refer to:
<https://www.lakelandcollege.edu/board-of-trustees/>

4. Destruction of Tape Recording of October 12, 2020, Closed Session.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Storm, Sullivan, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Greuel voted yes.

Absent: None.

Motion carried.

Hearing of Citizens, Faculty, and Staff.

There were no public comments.

Adjournment Sine Die.

Trustee Storm moved and Trustee Curtis seconded to adjourn sine die at 6:02 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 Sullivan called the meeting to order at 6:03 p.m. and appointed Trustee Wright to act as Secretary Pro Tem.

Roll Call.

Trustees Present: Mr. Gary Cadwell, Mr. Kevin Curtis, Ms. Doris Reynolds, Mr. Dave Storm, Mr. Mike Sullivan, Ms. Denise Walk, Mr. Tom Wright and Student Trustee Katie Greuel.
Members Absent: None.

Election of Chairperson Pro Tem.

Trustee Curtis nominated Trustee Sullivan to act as Chairperson Pro Tem. Trustee Storm seconded the nomination.

There being no further nominations, Chair Sullivan declared the nominations to be closed.

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

There was no further discussion.

Roll Call vote:

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

Motion carried.

Election of Secretary Pro Tem.

Trustee Storm nominated Trustee Wright to act as Secretary Pro Tem. Trustee Reynolds seconded the nomination.

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

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

There was no further discussion.

Roll Call vote:

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

Motion carried.

Election of Board Chair and Length of Term.

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

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

There was no further discussion.

Roll Call vote:

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

Motion carried.

Election of Board Vice-Chair and Length of Term.

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

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

There was no further discussion.

Roll Call vote:

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

Motion carried.

Election of Board Secretary and Length of Term.

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

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

There was no further discussion.

Roll Call vote:

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

Motion carried.

6:08 p.m. - The new officers took their seats, and Chair Sullivan took responsibility for the meeting.

Approval of Resolution No. 0422-006 – Appointment of College Treasurer and Approval of Surety Bonds.

Trustee Reynolds motioned and Trustee Walk seconded to Approve Resolution No. 0422-006 as presented 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.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Storm, Sullivan, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Greuel voted yes.

Absent: None.

Motion carried.

Approval of Resolution No. 0422-007 Authorizing College Treasurer to Act as College Fiscal Agent.

Trustee Cadwell motioned and Trustee Storm seconded to Approve Resolution No. 0422-007 as presented to authorize the Treasurer 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, Curtis, Reynolds, Storm, Sullivan, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Greuel voted yes.

Absent: None.

Motion carried.

Committee Reports.

ICCTA/Legislative.

Trustee Walk said the state legislature recently wrapped up the FY 2023 budget and sent the budget to Governor Pritzker for his signature. She stated the budget is exceptionally positive for higher education. Some highlights include the following:

- Provides a fiscal year 2022 supplemental 5% increase for community colleges, which is also included in the fiscal year 2023 budget. The fiscal year 2023 budget includes a 5% increase in funding for Adult Education and Career & Technical Education.
- Funding for MAP grants increases \$122 million and expands the program to include students seeking short-term credentials and certificates, as well as increasing the maximum grant award for students.
- Includes \$25.0 million to community colleges for the Pipeline for Advancement of the Healthcare (PATH) Workforce program, a new program to expand the health care workforce.

Resource & Development.

Trustee Cadwell, 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 met recently and the Committee's review will be discussed later in the meeting per the agenda.

Buildings & Site.

Trustee Curtis, Committee Chair, said the Committee met recently and the Committee's review will be discussed later in the meeting per the agenda.

Foundation.

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

- Please join us for an Open House celebrating our newest Foundation & Alumni Center and Workforce Development Center on Thursday, June 30th!
- The Foundation and Financial Aid offices were excited to jointly award over 250 student scholarships totaling \$375,000. The average scholarship amount is \$1,500 from the first round! Applications will be open for the second round the month of August.
- The College Advancement staff joined Kellie Niemerg, our Foundation Awards & Corporate Relations Coordinator, last month in an awards event where she was the recipient of the EIU College of Education Rising Star award. Please join us in congratulating her!
- As we have our final appeal arriving in mailboxes soon, just a friendly reminder the Foundation strives for 100% board giving from Foundation, Alumni and Board of Trustee board members each fiscal year. Thanks in advance for the consideration and to all who have helped achieve this goal for the year.

Student Report.

Student Trustee Katie Greuel had no report.

President's Report.

- We will begin our energy savings summer hours in which the College is closed on Fridays from May 20 – August 12.
- Lake Land received a payment of \$4,648 in March from the Illinois Department of Corrections (IDOC) and \$41,340 from the Illinois Department of Juvenile Justice (IDJJ)

toward the FY2022 outstanding balance. A total of \$1,104,981 remains outstanding for IDOC and \$35,748 for IDJJ.

- In March, the College received payments from the State of Illinois for FY 2022 credit hour reimbursement of \$333,617 and equalization payments of \$505,251. A balance of \$1.6 million remains outstanding for credit hour reimbursement and \$1.5 million for equalization.
- The College received property tax payments in March totaling \$42,926.

Business Items.

Non-action Items.

Acknowledgement of Community College Month.

Chair Sullivan provided a statement on behalf of the Board of Trustees regarding national Community College Month and Governor Pritzker's recent proclamation declaring April 2022 as Illinois Community College Month.

Faculty Focus on Advancing Student Success – Technology Upgrades to the College's Broadcasting Lab.

Mr. Greg Powers, Speech Communication/Broadcasting Instructor and Director of Broadcast Operations, highlighted technology upgrades being planned for the College's Broadcasting Lab.

Spring 2022 Commencement.

Ms. Valerie Lynch, Vice President for Student Services, invited Trustees to participate in the Spring 2022 Commencement ceremony at 6:00 p.m. on Friday, May 13, 2022, in the Field House.

Monthly Data Point Discussion – Data for Decision Makers Publication.

Ms. Lisa Cole, Director of Data Analytics, highlighted data she has compiled in an updated Data for Decision Makers publication that includes 2020 US Census information. The report provides key data elements such as our district's population, income, education, workforce, and industry.

Phi Theta Kappa All-Illinois Academic Team Nominees.

Ms. Lynch announced that two students, Ms. Rachel Kessler of Strasburg and Ms. Maggie Gouchenouer of Louisville, were nominated and recognized as members of the All-Illinois Community College Academic Team.

Ms. Lynch and Chair Sullivan congratulated these PTK students for their outstanding achievements!

Curriculum Committee Update

Mr. Jon Althaus, Vice President for Academic Services, presented an update on activities by the Curriculum Committee from October 2021 to March 2022.

Proposed Revisions to Board Policy 03.09 – Quorum of the Board.

Ms. Jean Anne Highland, Chief of Staff, proposed revisions to Board Policy 03.09 – *Quorum of the Board* which clarify that, absent a disaster proclamation by the Governor, the Board will follow the limitations and procedural rules per 5 ILCS 120/7 when a board member requests attendance at a meeting by means other than physical presence (video or audio conference).

This was presented as first reading for consideration, and will bring this back to the board for requested approval during the May 2022 regular meeting.

Correction to Board Policy 11.17 – Food Service and Catering.

President Bullock notified the Board that a correction has been made to Board Policy 11.17 – *Food Service and Catering*. Details of the correction were provided to the trustees. The correction was for a title change for the position responsible for management of food service and catering contracts. This change has been made by the administration as this did not affect the content or intention of the policy.

Calendar of Events.

Trustees reviewed a calendar of upcoming events. Dr. Bullock highlighted Spring Commencement on May 13 and the Board Retreat on May 19, 2022.

Action Items.

Acceptance of February 2022 Financial Statements.

Trustees reviewed the February 2022 Financial Statements and reviewed a memorandum from Mr. Greg Nuxoll, Vice President for Business Services, which highlighted the Financial Statements and significant variances. Trustee Storm, Finance Committee Chair, said the Committee met recently to review in depth the February 2022 Financial Statements. He said that although the revenues are lower than budgeted, the College has offset this with lower expenses. He also noted the administration's commitment to monitor how much is added to the fund balance at the end of the fiscal year.

Trustee Storm moved and Trustee Reynolds seconded to approve as presented the February 2022 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 Greuel voted yes.

Absent: None.

Motion carried.

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

Trustees heard a request from Ms. Lynch to accept the above-referenced election results and seat the newly elected student trustee, Ms. Maggie Kelly. Trustees reviewed the election results.

Trustee Reynolds moved and Trustee Curtis seconded to certify as presented the 2022 winners of the sophomore SGA delegates election, the student trustee election and seat Ms. Maggie Kelly as the 2022-2023 student trustee effective April 19, 2022.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Storm, Sullivan, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Greuel voted yes.

Absent: None.

Motion carried.

Approval of Spring Marketing Campaign Contract.

Trustees heard a request from Ms. Lynch that the Board approve a supplemental media buy for a spring marketing campaign, in the amount of \$29,020, with Interact Communications of La Crosse, Wisconsin. The proposed supplemental media buy agreement was provided to each trustee. Ms. Lynch said the Marketing and Public Relations (MPR) Department has been successfully working with Interact Communications for the past three years for advertising and marketing and they have identified innovative, leading-edge marketing tactics to reach targeted audiences as a priority for the College's summer and fall 2022 marketing. Targeted audiences have been identified in partnership with the College's Data Analytics Department and use of accessible data through the National Student Clearinghouse.

Trustee Reynolds moved and Trustee Walk seconded to approve as presented a supplemental media buy for a spring marketing campaign, in the amount of \$29,020, with Interact Communications of La Crosse, Wisconsin.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Storm, Sullivan, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Greuel voted yes.

Absent: None.

Motion carried.

Approval of Financial Advisory Agreement with PMA Securities, LLC.

Trustees heard a recommendation from Trustee Storm, Finance Committee Chair, regarding the administration's intent to seek board approval in the coming months to issue general obligations bonds to finance construction projects beneficial to the College. Trustees received a request from Mr. Nuxoll for the Board to approve an agreement with PMA Securities, LLC of Naperville, for professional advisory services in issuing these general obligation bonds. Trustees learned the College has used PMA Securities in past bond offerings and has been very pleased with their overall performance.

The proposed agreement was provided to each trustee and included a fee structure, which is dependent on the amount of bonds ultimately placed as set forth in the agreement on page eight of the agreement. For example, should the College issue approximately \$17 million in bonds as planned, the fee payable to PMA Securities would be \$53,125, which calculates to \$3.13 per \$1,000 plus \$2,500 for their services.

Trustee Storm moved and Trustee Curtis seconded to approve as presented an agreement with PMA Securities, LLC of Naperville, for professional advisory services in issuing general obligation bonds to finance upcoming construction projects beneficial to the College.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Storm, Sullivan, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Greuel voted yes.

Absent: None.

Motion carried.

Declaration of Surplus Items from the EMS Program.

Trustees heard a recommendation from Mr. Nuxoll that the Board declare as surplus a Bullseye Fire Extinguisher Training Simulator. He said this item had been previously used by the EMS Department and has become obsolete and has little value to the College. He said if this item is approved by the Board as surplus, then it will be disposed of in a manner most beneficial to the College, with the College considering a donation to the local Fire Department of this surplus item.

Trustee Reynolds moved and Trustee Curtis seconded to declare as surplus a Bullseye Fire Extinguisher Training Simulator that had been previously utilized by the EMS Department so that this item may be disposed of in a manner most beneficial to the College.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Storm, Sullivan, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Greuel voted yes.

Absent: None.

Motion carried.

Acceptance of FY 2022 ICCB Developmental Education Innovation Grant.

Trustees heard a recommendation from Mr. Althaus for the Board to accept the FY 2022 Developmental Education Innovation Grant, in the amount of \$24,380, from the Illinois Community College Board. Mr. Althaus said this grant will allow our math faculty to develop and teach a College Algebra Co-Requisite course that will be available to students who would have originally placed into the developmental MAT 006 Intermediate Algebra course. Mr. Althaus also said these students will be able to take this course and get credit for college algebra in one semester, which will save them both time and money in their college degree journey. Mr. Althaus stated the co-requisite college algebra course will be six credit hours, with four contact hours and three lab hours that meets seven hours per week.

Additionally, Mr. Althaus said the grant will enable our faculty to contact district schools to educate the counselors and students (preferable in 8th – 9th grade) on STEM job opportunities and the available math pathways in high school and at Lake Land or other colleges.

Trustee Walk moved and Trustee Curtis seconded to accept the FY 2022 Developmental Education Innovation Grant, in the amount of \$24,380, from the Illinois Community College Board.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Storm, Sullivan, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Greuel voted yes.

Absent: None.

Motion carried.

Approval of Bid for Fitness Center Flooring.

Trustees heard a recommendation from Mr. Nuxoll that the Board award the bid from Carpet Weaver's Inc. of Champaign, in the amount of \$54,780, for the Fitness Center Flooring Project. Mr. Nuxoll said the bid tabulation sheet was provided to each trustee and it shows Carpet Weaver's as the sole bidder. Mr. Nuxoll reported this project will cover the current flooring with a rolled rubber flooring that will be much safer and easier to clean.

Trustee Curtis moved and Trustee Storm approved as presented the bid from Carpet Weaver's Inc. of Champaign, in the amount of \$54,780, for the Fitness Center Flooring 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 Greuel voted yes.

Absent: None.

Motion carried.

Approval of Contract with Architect of Record.

Trustees heard a request from Mr. Nuxoll for the Board to grant approval to sign on behalf of the College the AIA Document B121 – Standard Form of Master Agreement between Owner and Architect, with Bailey Edward of Champaign, Illinois as the College's architect. He reminded Trustees that the Board granted approval in February 2022 for the administration to engage Bailey Edward as the College's architect of record.

Trustee Storm moved and Trustee Curtis seconded to grant approval to Mr. Nuxoll sign on behalf of the College the AIA Document B121 – Standard Form of Master Agreement.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Storm, Sullivan, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Greuel voted yes.

Absent: None.

Motion carried.

Approval to Increase Mileage Reimbursement Rate to Federal Mileage Reimbursement Rate.

Trustees heard a recommendation from Mr. Nuxoll for the Board to begin reimbursing mileage at the federal mileage reimbursement rate of 58.5 cents per mile and to adjust to the federal mileage reimbursement rate should it be adjusted for pricing and inflation in the future. Mr. Nuxoll said the administration is providing this recommendation given the sharp increases in gasoline prices over the past months along with increased travel due to activities returning to more normal post COVID levels.

Trustee Cadwell questioned if Board Policy should be updated to reflect the Board's approval of the reimbursement rate change to align with the federal reimbursement rate. [Dr. Bullock was able to later clarify Board Policy 10.34 (8) reflects the Board's role to approve the reimbursement rate.]

Trustee Cadwell moved and Trustee Walk seconded to approve for the College to begin reimbursing mileage at the federal mileage reimbursement rate of 58.5 cents per mile and to adjust to the federal mileage reimbursement rate should it be adjusted for pricing and inflation in the future.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Storm, Sullivan, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Greuel voted yes.

Absent: None.

Motion carried.

Approval of Data Center UPS.

Trustees heard from Mr. Nuxoll his recommendation for the Board to approve the purchase and installation of a new data Center uninterruptible power supply (UPS) solution and related warranty, in the total amount of \$290,729.70, and use the College's Fund Balance to fund the project. Trustees received the two quotes received from Dell Technologies for the purchase of the UPS unit and related warranty.

Mr. Nuxoll's recommendation highlighted two options of either purchasing new rack-mounted UPS units or installing a new data center UPS to fix the issues we have been having with power outages. Given the anticipated recurring costs every 3-5 years to replace all rack-mounted units, Mr. Nuxoll said his recommendation is to purchase and install a new data center UPS to fix our power outage issues.

Trustee Walk moved and Trustee Reynolds seconded to approve the purchase from Dell Technologies for a new data center uninterruptible power supply (UPS) solution and the related warranty, in the total amount of \$290,729.70, and use the College's Fund Balance to fund the 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 Greuel voted yes.

Absent: None.

Motion carried.

Approval of Contract Extension with ISS Project Manager.

Trustees heard a recommendation from Mr. Nuxoll requesting the Board to approve extending the current contract with Randstad Technologies, LLC of Atlanta, GA, in the amount of \$211,200 for sub-contract work to assist the ISS team with on-going and future IT projects. Trustees received the current one-year contract, which was approved by the Board in May

2021 and funded with a portion of the College's allotted HEERF funds. Mr. Nuxoll said this subcontractor's assistance has helped with the immense and nearly unmanageable workload of the ISS team resulting from the pandemic and being in the midst of a major refresh and overhaul of important IT systems across the College. Mr. Nuxoll and Mr. David Stewart, Chief Information Officer, reported this demand on the ISS team continues as we still have major infrastructure systems being overdue for upgrades and other projects to make Lake Land more efficient and secure. Mr. Nuxoll's memo to each trustee highlighted the projects that the temporary project manager subcontractor will assist.

Trustee Storm moved and Trustee Cadwell seconded to approve extending the current contract with Randstad Technologies, LLC of Atlanta, GA, in the amount of \$211,200 for subcontract work to assist the ISS team with on-going and future IT projects, utilizing a portion of the College's allotted HEERF funds for this expense.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Storm, Sullivan, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Greuel voted yes.

Absent: None.

Approval of Contract Extension with ISS System Administrator.

Trustees heard a recommendation from Mr. Nuxoll requesting that the Board approve to continue working with a temporary staffing agency and subcontractor for another year to receive the assistance of an ISS System Administrator at the anticipated cost of \$153,600, again utilizing a portion of the College's allotted HEERF funds for this expense. Mr. Nuxoll said rather than utilizing Randstad Technologies for this subcontract work, they wish to work with local, temporary staffing agencies for the System Administrator subcontractor position. Mr. Nuxoll's memo to each trustee highlighted the body of work for the ISS System Administrator to assist. Trustee Walk stressed the need for the administration to eventually be able to maintain this body of work within the College staff.

Trustee Walk moved and Trustee Reynolds seconded to approve the use of a portion of the College's allotted HEERF funds to hire for one additional year an ISS System Administrator subcontractor through a temporary staffing agency at an anticipated cost of \$153,600.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Storm, Sullivan, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Greuel voted yes.

Absent: None.

Closed Session

7:18 p.m. – Trustee Walk moved and Trustee Curtis seconded to convene to closed session, pursuant to Chapter 5 of the Illinois Compiled Statutes Section 120/2(c)(5) and (8) to consider the purchase or lease of real estate property for the use of the College and to discuss security procedures. School building safety and security, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property.

Return to Open Session - Roll Call

7:45 p.m.

Trustees Physically Present: Mr. Gary Cadwell, Vice-Chair; Mr. Kevin Curtis, Ms. Doris Reynolds; Mr. Dave Storm, Secretary Pro Tem; Mr. Mike Sullivan, Chair; Ms. Denise Walk, Mr. Tom Wright and Ms. Katie Greuel, Student Trustee.

Trustees Absent: None.

Approval of Veeam Backup Solution as Discussed in Closed Session.

Trustees reviewed a recommendation from Mr. Stewart requesting the Board approve a three-year agreement with Veeam in the amount of \$58,077.60 and use the College's Fund Balance to fund the project.

Trustee Cadwell motioned and Trustee Walk seconded to approve a three-year agreement with Veeam in the amount of \$58,077.60 and use the College's Fund Balance to fund the project. This action followed discussion on the topic held in closed session.

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Storm, Sullivan, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Greuel voted yes.

Absent: None.

Approval of Human Resources Report as Discussed in Closed Session.

Trustees reviewed the Human Resources Report. Dr. Bullock requested the Board approve the Report as presented and he highlighted some of the recommended personnel changes.

Trustee Cadwell motioned and Trustee Reynolds seconded to approve as presented the standard Human Resources Report.

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

Donelson, Marissa
Herendeen, Sierra

05/16/22-07/12/22
02/26/22-intermittent

Pender, Diane	03/21/22-05/07/22
Smithenry, Kimberly	08/19/22-11/13/22
Todd, Dalton	03/03/22-03/17/22

Additional Appointments

The following employees are recommended for additional appointments

	Position	Effective Date
Part-time		
Borges, Andressa	Collection Site Lead	3/14/22
Part-time - Grant Funded		
Ennis, Emily	Tutor-Student Carl Perkins	2/24/22

End Additional Appointments

The following employees are ending their additional appointment

	Position	Effective Date
Part-time		
Caldeira, Lara	Test Proctor	12/30/21
Hussein, Yassin	Bookstore Rush Worker	3/2/22

New Hire-Employees

The following employees are recommended for hire

	Position	Effective Date
Volunteer-unpaid		
Vilardo, McKenzie	Dual Credit Instructor	8/22/22
Full-time Grant Funded		
Carlson, Nathaniel	Apprenticeship Navigator-WIOA	04/19/22
Jump, Alexander	Correctional Automotive Technology Instructor	4/4/22
Matlock, Casey	Associate Dean of Correctional Programs	3/22/22
Thompson, Brian	Correctional Automotive Technology Instructor	3/8/22
Part-time		
Polston, Renee	Allied Health Den Clinical Instructor (hourly)	3/23/22
Shonkwiler, Ryan	Clinical Dentist	4/28/22
Westcott, Robert	Technical Writer	3/8/22
White, Mary	Allied Health Den Clinical Instructor (hourly)	3/23/22
Yactor, Robin	Dual Credit Coordinator	8/20/22
Part-time Grant Funded		
Buenker, Hannah	Perkins Student Worker - Allied Health	4/4/22
Merryman, Jarod	Pathways Classroom Assistant	3/25/22

Terminations/Resignations

The following employees are terminating employment

Position	Effective Date
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Full-time

Christian, Danny	Correctional Construction Occupations Instructor	3/4/22
Devries, Jodyne	Correctional Horticulture Instructor	3/11/22
Feldkamp, Darren	Police Officer	6/30/21
Followell, Charles	Correctional Commercial Cooking Instructor	3/8/22
Jackson, Nicole	Donor Information & Database Coordinator	4/15/22
Jackson, Kaitlin	Outreach Advisor/Mentor, TRIO Destination	3/25/22
Watson, Brian	Associate Dean of Correctional Programs	3/18/22

Part-time

Cole, Tracy	Adult Education Instructor	6/21/21
Drake, Allen	Adjunct Faculty Agriculture Division	12/11/20
Michl, Lanna	Cosmetology Clinical Instr (hourly)	3/3/22
Pals, Justin	Adjunct Faculty Math and Science Division	5/10/21
Ritchie, Michael	Adjunct Faculty Math and Science Division	12/6/19
Satterfield, Ryan	Adult Education Adjunct Faculty	3/17/22
Scroggins, Amanda	Covid Test Collection Assistant	3/2/22
Souza, Hamilton	Bookstore Rush Worker	1/14/22
Webb, Camden	TRIO Destination College Student Specialist	1/3/22

Transfers/Promotions

The following employee is recommended for a change in position

	Position	Effective Date
Full-time		
Matherly, David	Custodian	3/21/22
	Transferring from – Maintenance I	
Tabbert, Will	Kluthe Custodian	3/10/22
	Transferring from - Custodian	
Cavanagh, Mason	Associate Dean of Correctional Programs	4/4/22
	Transferring from – Corr Office Asst	
Part-time		
Totten, Ty	Adult Education Welding Instructor	3/31/22

There was no further discussion.

Roll Call Vote:

Yes: Trustees Cadwell, Curtis, Reynolds, Storm, Sullivan, Walk and Wright.

No: None.

Advisory Vote: Student Trustee Greuel voted yes.

Absent: None.

Motion carried.

Other Business. (Non-action)

There was no additional discussion.

Adjournment.

Trustee Cadwell moved and Trustee Curtis seconded to adjourn the meeting at 7:48 p.m.

There was no further discussion.
Motion carried by unanimous voice vote.

Approved by:

/s/Mike Sullivan
Board Chair

/s/Tom Wright
Board Secretary

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