

MINUTES  
COMMITTEE OF THE WHOLE  
OF McHENRY COUNTY COLLEGE

A meeting of the Committee of the Whole was held on Tuesday, October 17, 2017, in the Board Room, Room A217, of Building A on the Campus. Vice Chair Evertsen called the meeting to order at 6:00 p.m.

When Secretary Walsh called the roll, the following were physically present:

Ms. Liddell  
Mr. Parrish  
Mr. Smith  
Ms. Tirio  
Ms. Walsh  
Ms. Evertsen

Ms. Evertsen asked for a motion and a second to allow Trustee Jenner to participate in the meeting by telephone. Mr. Smith moved to allow telephonic participation, and Ms. Tirio seconded the motion. Ms. Evertsen asked Mr. Jenner to confirm that any closed session conversation would be kept confidential, and Mr. Jenner so confirmed. The roll was called and all present were in favor. The motion carried. Ms. Evertsen asked that the roll be called again, including the Trustee participating by telephone. When Secretary Walsh called the roll, the following were present:

Ms. Liddell  
Mr. Jenner  
Mr. Parrish  
Mr. Smith  
Ms. Tirio  
Ms. Walsh  
Ms. Evertsen

The meeting then continued.

Student Trustee Peters was absent. Dr. Gabbard was present. Attorney Daniel Curran was present as legal counsel.

ACCEPTANCE OF AGENDA

The agenda was accepted as presented.

### ACCEPTANCE OF MINUTES

The minutes of the August 15, 2017 Committee of the Whole meeting were accepted as presented.

### OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

No one addressed the Board.

### PRESIDENT'S REPORT

Dr. Gabbard provided a detailed report on student enrollment from each of the high schools in the College district. These guides are intended to be shared with each of the superintendents as a quick update on their districts, as well as showing trending for the Board. Dr. Gabbard noted the College will work hard to keep student numbers growing. The report can be viewed at [www.mchenry.edu/board](http://www.mchenry.edu/board).

Dr. Gabbard also provided an update on proposed uses for the space that will be vacated when science classes move to the Liebman Science Center. He met with a prospective donor, who asked what if all the vacated space was changed at once? It was estimated that this project might cost \$4.9 million. The donor has committed to \$2.5 million toward this project. Dr. Gabbard proposed that the College would provide \$2.5 million in funding by using a portion of the funds set aside for a manufacturing center. The center is currently #12 on the State of Illinois' list for matching funds, and does not appear likely to move up that list. Dr. Gabbard spoke about existing and proposed plans for Buildings A and E, illustrated how space would be transformed, and answered numerous questions from the Trustees. This presentation can be viewed at [www.mchenry.edu/board](http://www.mchenry.edu/board).

### PRELIMINARY SEPTEMBER FINANCIAL STATEMENTS

Mr. Tenuta stated that the College is tracking very well for the first quarter. He noted that investment income is down a little; per the College's investment plan, a small setback is anticipated at least two months out of every twelve.

FY 2017 AUDIT PRESENTATION

Mr. Fred Lantz and Mr. Ray Krouse from Sikich, LLP, gave a presentation on the yearly College audit, which included the Comprehensive Annual Financial Report (CAFR) and the Single Audit. The College received unmodified opinions across the board, as well as an unmodified examination opinion on student financial information. Mr. Lantz congratulated the College for publishing a Comprehensive Annual Financial Report, and noted that the figure he was proudest of was the College's unrestricted net position, which is almost the same as last year. He noted that while many community colleges are reporting deficits due to the state's budget impasse, McHenry County College remains in a strong financial position. Mr. Tenuta commended Ms. Lynn Cowlin for her work on the audit; Ms. Cowlin replied that we have a good team.

REVIEW AND DISCUSSION OF BOARD POLICY 3.6, EMERITUS PROGRAM

Dr. Gray did a spot check of other colleges' emeritus programs and found that in the College's peer group, only faculty emeritus programs were found. He suggested that a legacy program is a similar concept that would apply to employees other than faculty. He noted that the Board has the right to assign emeritus or legacy status as they see fit, and also commented that five years' served time was not long enough, and would recommend the longer, ten-year period of time.

REVIEW AND DISCUSSION OF BOARD POLICIES ON BOARD SELF-EVALUATION AND BOARD RETREAT

Discussion followed on the information provided in the packet. Language stated that the Board prefers to hold the retreat in open session, although there are times when a closed session would be appropriate. Language will be added stating that pursuant to the Illinois Open Meetings Act, the retreat may be held in open or closed session. Chair Jenner stated that he hoped there could be a first reading at the October Board meeting.

#### DISCUSSION OF TAX INCREMENT FINANCING DISTRICTS

Mr. Jenner stated that the Board needs an overview of all Tax Increment Financing Districts in the county and the process they follow. After discussion, it was agreed that Mr. Tenuta would add this topic to the report created on financial statements each month.

#### PROPOSAL FOR UPDATED MEMORANDUM OF UNDERSTANDING BETWEEN THE COLLEGE AND THE FRIENDS OF MCC FOUNDATION

Ms. Haggerty stated that two documents were provided, the 2013 MOU from December 2013, and a revised document which resulted from new executive leadership at the College and the Foundation. Ms. Haggerty stated that the new MOU has been approved by both the Foundation Board of Directors and by College attorneys. It will be placed on the October Board agenda for approval.

#### CAPITAL CAMPAIGN UPDATE

Dr. Gabbard stated that the public portion of the campaign has begun; the campaign committee would like to see some public statements celebrating the success of the campaign. Ms. Haggerty stated that the College has begun giving presentations at several community organizations, and has held a luncheon for College retirees, asking for their financial support of the project. The campaign has been extended through the spring, and Ms. Haggerty hopes the campaign's goal will be exceeded by that time.

#### FUTURE AGENDA ITEMS

No future agenda items were proposed.

#### SUMMARY COMMENTS BY BOARD MEMBERS

During summary comments, Ms. Liddell stated that the recent manufacturing breakfast was very well attended, respected, and liked by the manufacturers with whom she spoke. She also noted that today's Professional Development Day had a very high level of energy. Ms. Walsh expressed her thanks for the recent retiree luncheon. Mr. Jenner thanked his colleagues for allowing him to participate remotely in tonight's meeting. He added that regarding the infill project, he was happy to see RAMP funds possibly

being unlocked. Ms. Evertsen stated she has visited with four townships in the last month, and they are upbeat and positive when she tells them what is going on at McHenry County College.

#### CLOSED SESSION

At 8:19 p.m., Ms. Liddell moved to go into closed session to discuss matters covered under the Open Meetings Act Exception #1, Personnel, *the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity*, and Exception #21, *Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06*. Mr. Smith seconded the motion. There was no discussion. The roll was called and all were in favor. The motion carried. A break was taken at 8:21 p.m., and closed session began at 8:27 p.m.

At 8:54 p.m., Mr. Smith moved to come out of closed session and Ms. Tirio seconded the motion. There was no discussion. A voice vote was taken, and all were in favor. The motion carried. Closed session ended at 8:54 p.m.

#### ACCEPTANCE OF CLOSED SESSION MINUTES, Committee of the Whole Meeting, September 19, 2017

Ms. Liddell moved to accept the closed session minutes of the September 19, 2017 Committee of the Whole Meeting, and Mr. Parrish seconded the motion. The roll was called, and all were in favor. The motion carried.

#### ADJOURNMENT

Hearing no further business, the meeting was adjourned at 8:55 p.m.