

MINUTES  
REGULAR BOARD MEETING  
of McHENRY COUNTY COLLEGE

The Regular Meeting of the Board of the Board of Trustees of McHenry County College was held on Thursday, November 15, 2018, in the Board Room, Room A217, in Building A on the Crystal Lake Campus. Chair Smith called the meeting to order at 6:00 p.m. When Secretary Walsh called the roll, the following were present:

Ms. Elliott  
Mr. Allen  
Ms. Evertsen  
Ms. Siddons  
Ms. Tirio  
Ms. Walsh  
Mr. Smith

Mr. Domek was absent at roll call, and arrived at 6:52 p.m. Dr. Gabbard was present. Attorney Samuel Cavnar was present as legal counsel.

PLEDGE OF ALLEGIANCE

Chair Smith led the group in the Pledge of Allegiance.

COLLEGE MISSION STATEMENT

Student Trustee Elliott recited the Mission Statement.

ACCEPTANCE OF AGENDA

The agenda was accepted as amended; Exception #6, The setting of a price for sale or lease of property owned by the public body, was added to Closed Session.

ACCEPTANCE OF MINUTES

The minutes of the Regular Board Meeting, October 25, 2018, and the Special Board Meeting, October 29, 2018, were accepted as presented.

OPEN FOR RECOGNITION OF VISITORS AND PRESENTATIONS

Ms. Susan Handelsman thanked the Board for doing due diligence before opposing the Woodstock TIF, and provided documents about the TIF for the Trustees to review.

PRESIDENT'S REPORT

Dr. Gabbard reported that the Physical Therapy Assistant program has been awarded pre-accreditation; in January sixteen students will be welcomed into the program. He noted that this training provides a living wage as soon as students receive certification. Dr. Gabbard stated that funds have been set aside for wayfinding signs on the campus. Ms. Haggerty will provide information on wayfinding as it becomes available.

PRESENTATION

MCC Athletics Program

Ms. Karen Wiley, Director of Athletics, gave a presentation on Scots athletics, noting athletics is an important piece of what the College does. The presentation can be viewed at [www.mchenry.edu/board](http://www.mchenry.edu/board).

Textbook Reduction for Nursing 112

Ms. Angela Sass, Instructor of Nursing and Laboratory, gave a presentation on textbook cost reduction for nursing. She noted that a database already available through the McHenry County College library can be used; resulting in a total cost savings for the fall 2018 cohort of \$9,855.00. The database is also available for all students and community residents, as well. Dr. Gabbard pointed out that the cost reduction is not about cost, but about quality. He expressed thanks for the work conducted to reduce textbook costs. The presentation can be viewed at [www.mchenry.edu/board](http://www.mchenry.edu/board).

COMMUNICATIONSA. Faculty Report

Ms. Humphrey stated that there was no faculty report tonight, and wished all a happy Thanksgiving.

B. Adjunct Faculty Report

There was no Adjunct Faculty report this month.

C. Staff Council Report

Ms. Trimble spoke about the recent MCC Night event, and shared several stories about the event. She noted that the Staff Council will partner with VFW District 5 to provide gift baskets for the Veterans Hospital in North Chicago.

D. Student Trustee Report

Ms. Elliott reported about her first Chat with the Student Trustee event, during which she had great conversations with students. The Engagement Committee is collecting student feedback, tabulating that, and seeing what they need to improve. She spoke about attending the Student Advisory Committee meeting, the Veterans' Day ceremony, student veteran lunch events, Native American heritage month, and the Thanksgiving food drive campaign.

F. Attorney Report

Attorney Cavnar noted that his firm presented a legal update at the recent ICCTA meeting; he can provide information if the Trustees wish.

APPROVAL OF CONSENT AGENDA

Chair Smith asked if there was anything to be removed from the Consent Agenda; there were none to be removed. Mr. Allen moved to approve the Consent Agenda, and Ms. Tirio seconded the motion. During discussion, Ms. Walsh asked about capital outlay. Mr. Tenuta reported that some expenses are reversing, and others have not hit yet. Ms. Walsh noted that investment revenue is higher than it has been in a while; Mr. Tenuta replied that the market has improved. The College's investment firm will present at the January or February Board meeting. The roll was called, and all were in favor. The motion carried.

For Approval

- A. Executive Summary and Financial Statements
  1. Executive Summary, Board Report #18-142
  2. Treasurer's Report, Board Report #18-143
  3. Ratification for Accounts Payable Check Register, Board Report #18-144
- B. Destruction of Closed Session Recordings, Board Report #18-145
- C. Minimum Qualifications for Full-Time Faculty 2019-2020, Board Report #18-146
- D. Request to Approve Compressed College Work Schedule for Summer 2019, Board Report #18-147

- E. Request to Lease/Replace/Renew/Purchase/Upgrade
  - 1. Astra Schedule System to Cloud Platform, Board Report #18-148
  - 2. Managed Print Services Agreement, Board Report #18-149
  - 3. MCC 2019 Calendar of Events with Alcohol Service, Board Report #18-150
- F. Personnel
  - 1. ~~Appointment of Replacement Reference Librarian, Board Report #18-151~~
  - 2. Authorization for Personnel Appointment, Board Report #18-152

ACTION ON ITEMS REMOVED FROM CONSENT AGENDA

No action was needed.

ADOPTION OF THE 2018 TAX LEVY, Board Report #18-153

Ms. Evertsen moved to approve Adoption of the 2018 Tax Levy, Board Report #18-153, and Ms. Tirio seconded the motion. There was no discussion. The roll was called, and all were in favor. The motion carried.

BOARD TRAVEL REQUESTS AND ESTIMATED COSTS, Board Report #18-154

Ms. Walsh moved to approve Board Travel Requests and Estimated Costs, Board Report #18-154, and Mr. Allen seconded the motion. During discussion, Ms. Evertsen commented that the figure for hotel costs may be too conservative. Mr. Tenuta replied that a sample of geographic locations was chosen, and averaged out. Ms. Tirio asked for a report on what Ms. Walsh learned at the ICCTA meeting; Ms. Walsh will report during summary comments. The roll was called, and all were in favor; the motion carried.

RENOVATION OF BUILDINGS A AND E, BID RESULTS, Board Report #18-155

Mr. Allen moved to approve Renovation of Buildings A and E, Bid Results, Board Report #18-155, and Ms. Tirio seconded the motion. During discussion, Mr. Tenuta stated that the market was tougher this year than it was with construction of the Liebman Science Center; some items had to be re-bid. The roll was called, and all were in favor. The motion carried.

RESOLUTION REGARDING WOODSTOCK TIF2, BOARD REPORT #18-156

Ms. Evertsen moved to approve Resolution Regarding Woodstock TIF2, Board Report #18-156, and Ms. Tirio seconded the motion. Trustees reviewed the material provided during public comment. Dr. Gabbard stated that he spoke with the mayor of Woodstock to let him know the College would be voting on this resolution, with the expectation that the Board would affirm the resolution to oppose the TIF. The mayor understood the College's concerns. The roll was called, and all were in favor. The motion carried.

BOARD APPROVAL OF EXCEEDED TRAVEL EXPENSES, Board Report #18-157

Ms. Siddons moved to approve Board Approval of Exceeded Travel Expenses, Board Report #18-157, and Mr. Allen seconded the motion. There was no discussion. The roll was called, and all were in favor. The motion carried.

FOR INFORMATION

- A. Departures
- B. November Committee Meeting Summary
- C. Friends of McHenry County College Foundation Report
- D. Office of Marketing and Public Relations Update
- E. Office of Resource Development Update
- F. Sustainability Center Update

Ms. Walsh noted that the Rotary Club of Cary-Grove establishes a noncredit training programs scholarship; Ms. Haggerty replied that this is the first of what is hoped to be many non-credit scholarships. A team is meeting tomorrow to see how we can bridge this topic. She updated the Foundation report to note that the number of scholarship applications is up to 276. The software put in place has worked very well.

Mr. Smith asked about a social event between the Board of Trustees and the Foundation Board; Ms. Haggerty replied that as soon as options are available, she will share them.

#### FUTURE AGENDA ITEMS

No future agenda items were proposed.

#### SUMMARY COMMENTS BY BOARD MEMBERS

Mr. Allen stated that the level of engagement at MCC Night by students and parents was matched by faculty and volunteers.

Ms. Siddons stated that this is her first Board meeting, and she is highly impressed with the efficiency. She congratulated the Physical Therapy Assistant program on accreditation.

Ms. Walsh reported that the November ICCTA meeting had representatives from 32 community colleges present, adding that it is a good opportunity to interact with other Trustees. She added that Trustees were encouraged to invite new elected state officials to campus and show them around. Dr. Gabbard confirmed that the invitation process has begun. Ms. Walsh also spoke about the need to talk to our health providers and get some facts about the need for a four-year nursing degree. Ms. Walsh also spoke about the presentation given by Robbins Schwartz about pension changes, and the importance of remembering that the 6% rule has changed to 3%.

#### CLOSED SESSION

At 7:16 p.m., Ms. Tirio moved to go into closed session to discuss matters covered under the Illinois Open Meetings Act, 120/2(c), Exception #1, *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*, Exception #6, *The setting of a Price for Sale or Lease of Property Owned by the Public Body*, 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. Allen seconded the motion. There was no discussion. The roll was called, and all were in favor. The motion carried. A break was taken at 7:17 p.m. and closed session began at 7:27 p.m.

At 8:07 p.m., Ms. Evertsen moved to come out of closed session, and Ms. Siddons seconded the motion. There was no discussion. A voice vote was taken, and all were in favor. The motion carried. Closed session ended at 8:08 p.m.

#### ACCEPTANCE OF CLOSED SESSION MINUTES

Ms. Evertsen moved to accept closed session minutes of the Regular Board Meeting, October 25, 2018, and the Special Board Meeting, October 29, 2018. Ms. Tirio seconded the motion. There was no discussion. The roll was called, and all were in favor. The motion carried.

ADJOURNMENT

Hearing no further business, the meeting was adjourned at 8:09 p.m.

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Patricia Kriegermeier, Recording Secretary

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Molly H. Walsh, Board Secretary