

**BOARD OF TRUSTEES  
McHENRY COUNTY COLLEGE DISTRICT #528**

Thursday, May 26, 2022  
Regular Board Meeting



MCC Board Room-A217  
8900 U.S. Highway 14  
Crystal Lake, IL 60012

**MINUTES**

**1. CALL TO ORDER**

Chair Allen called the meeting to order at 6:00 p.m.

**2. ROLL CALL**

Chair Allen asked Secretary Morton to take a roll call.

**Trustees Present**

Suzanne Hoban  
Elizabeth Speros  
Molly Walsh  
Diane Evertsen  
Dale Morton  
Tom Allen  
Chase Filkins  
Carlos Arévalo

**Also Present**

Dr. Clinton Gabbard- College President  
Emily Bothfeld- Legal Counsel

**3. PLEDGE OF ALLEGIANCE**

Chair Allen led the Pledge of Allegiance.

**4. COLLEGE MISSION STATEMENT**

Student Trustee Filkins recited the College Mission Statement.

**5. ACCEPTANCE OF AGENDA**

The agenda was accepted as presented.

**6. ACCEPTANCE OF MINUTES**

Motion: Move that the Board of Trustees approve the minutes from Final Meeting of the Retiring Board, April 28, 2022, Organizational Meeting, April 28, 2022 and First Meeting of the Newly Organized Board, April 28, 2022. Trustee Hoban motioned, seconded by Trustee Arévalo. Motion approved.

**7. OPEN FOR RECOGNITION OF VISITORS / PUBLIC COMMENTS**

There were no visitors nor public comments for the Board.

**8. PRESIDENT'S REPORT: DR. CLINTON GABBARD**

**MCC Store Update**

Dr. Gabbard gave an update on MCC Store. He noted that in July 2020, the MCC Store completed a dynamic renovation to its existing footprint. However, due to ongoing COVID-19 restrictions, it was unable to physically open at that time. So, during the 2020-2021 academic year, the MCC Store functioned primarily as an online store, where both students and other customers placed orders for their books or merchandise through the online store, then picked up their orders from a counter at the

store entrance. As a result, the store's sales were \$786,694.02 for the year, while expenses were \$986,347.08, resulting in a \$199,952.06 deficit.

In August 2021, the MCC Store celebrated its official grand re-opening, the first time that students, employees, and other customers were able to physically enter the store to purchase books and merchandise. Several events in August and September targeted key customer segments to visit the store and explore new, limited edition merchandise.

Through April of this current fiscal year, the MCC Store is now trending more positively than we have seen in several years. With fiscal sales in the first 10 months of the year at \$825,719.05, the MCC Store have already surpassed the entire prior fiscal year with two additional months still to go. These additional months of May and June are projected to be strong sales months. Expenses are running steady with the prior fiscal year, with the exception of Freight & Shipping expenses, which have doubled due to surcharges from the delivery companies.

### **MCC Upward Bound Program Receives Grant for Additional Five Years**

Upward Bound provides opportunities for participants to succeed in their precollege performance and ultimately in their higher education pursuits. Serving high school students from low-income families and high school students from families in which neither parent holds a bachelor's degree, Upward Bound's goal is to increase the rate at which participants complete secondary education and enroll in and graduate from institutions of postsecondary education.

For the past five years, MCC's Upward Bound program has been working directly with students at Harvard High School in Harvard Community Unit School District (CUSD) 50. This program has provided these students various learning and enrichment opportunities, both during the school year and in the summer, including: tutoring; workshops on key topics like study skills, college planning and financial aid; check-in meetings to monitor progress; academic instruction; and other immersive college experiences. We have received notification this week that MCC has been selected to receive continued grant funding under the Upward Bound Program. This grant from the Department of Education will be in the amount of \$297,023.00 for the first budget period (September 2022-August 2023), with an anticipated duration of five years. Congratulations to MCC's Upward Bound team and our strong partners from CUSD 50 on the amazing progress thus far. We are excited to be continuing this very important work into the coming five years.

### **Upcoming Events**

Dr. Gabbard gave an overview of upcoming events of the College.

#### **9. COMMUNICATIONS**

##### **A. Student Trustee Report: Mr. Chase Filkins**

Student Trustee Filkins gave a recap of the student activities that were in her report submitted to the Board of Trustees.

##### **B. Attorney Report: Ms. Emily Bothfeld**

Ms. Bothfeld informed the Board that a higher education and consumer advocacy groups just filed a new lawsuit against the U.S. Department of Education on behalf of student loan borrowers who attended a now-shuttered Illinois higher ed institution, alleging that the Department failed to properly forgive the borrowers' student loans.

#### 10. APPROVAL OF CONSENT AGENDA

**Motion:** Move that the Board of Trustees approve the consent agenda as presented. Trustee Hoban motioned; Trustee Walsh seconded. Motion approved.

#### **For Approval**

##### A. Executive Summary and Financial Statements

1. Executive Summary, Board Report #22-64
2. Treasurer's Report, Board Report #22-65
3. Ratification for Accounts Payable Check Register, Board Report #22-66

##### B. Request to Approve/Implement/Lease/Purchase/Renew/Replace/Upgrade

1. Emergency Medical Technician (EMT) Program, Board Report #22-67
2. Contingent Emergency Medical Services Trainer Compensation Structure, Board Report #22-68
3. CampusWorks, Inc. Support and Services Agreement, Board Report #22-69
4. Augusoft Lumens Integrated Professional (iPRO) and Lumens Contract Training - Premium Module Licenses, Board Report #22-70
5. Alcove Insights Reporting Services and Support Renewal, Board Report #22-71
6. Sophos Managed Threat Response, Board Report #22-72
7. Board of Trustees Travel Request, Board Report #22-73

##### C. Personnel

1. Appointment of Replacement, Vice President of Academic Affairs and Workforce Development, Board Report #22-74
2. Salary Adjustment, Board Report #22-75

#### 11. ACTION ON ITEMS REMOVED FROM CONSENT AGENDA

No items were removed from consent agenda.

#### 12. REQUEST TO GRANT HONORARY LEGACY STATUS TO VICKI BRENNAN, Board Report #22-76

Motion: Move that the Board of Trustees approve the request to grant honorary legacy status to Vicki Brennan. Trustee Evertsen motioned; Trustee Hoban seconded. Motion approved.

#### 13. FOR INFORMATION REPORT

Chair Allen commented that a lot of good information reports were included in the Board packet and went over all the reports titles.

#### 14. FUTURE AGENDA ITEMS/SUMMARY COMMENTS BY BOARD MEMBERS

Trustee Arévalo appreciated all the information provided by staff in the Board packet.

Trustee Evertsen went to the greenhouse sale and really enjoyed it. She appreciated that people selling the plants were very knowledgeable which made the experience great.

Trustee Hoban enjoyed the Workforce Development update. Loved the integration within the community and the businesses. She is excited to join the CAL movie event on April 12, 2022 Harvest of Loneliness: The Bracero Program.

Trustee Speros asked when slides on budget will be sent to trustees. Dr. Gabbard confirmed that they will be sent a week prior to meeting.

Trustee Walsh thanked Ms. Skinder for her work on COVID-19 response and wished her luck in her new position.

Chair Allen attended the Healthcare Forum and they did a great job. He also wished Ms. Skinder the best in her new position and thanked her for the work done here at the College.

**CLOSED SESSION**

There was no closed session held at this meeting.

**15. ADJOURNMENT**

Hearing no further business, Trustee Hoban motioned to adjourn, seconded by Trustee Evertsen. All voiced aye and the meeting adjourned at 7:06 p.m.

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Denisa J. Shallo, Recording Secretary

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Dale Morton, Board Secretary