MINUTES OF BOARD OF TRUSTEES REGULAR MEETING

**DISTRICT NO. 537**

**RICHLAND COMMUNITY COLLEGE**

**June 20, 2023**

# CONVENING OF THE MEETING

Call to Order

The regular meeting was called to order at 5:30 p.m. Tuesday, June 20, 2023, in the Board Room of Richland Community College by Chairwoman Carr. Chairwoman Carr also recited the College Vision, Mission, and Core Values.

## Roll Call

Trustees Present: Tom Ritter, Dr. David Cooprider, Dale Colee, Ben Andreas, Bishop Wayne Dunning, Vicki Carr, and Marcy Rood

Trustees Absent: Austin Yutzy

Also present: Dr. Cris Valdez and other staff members

# MINUTES OF PREVIOUS MEETING

The minutes of the Regular Meeting on May 16, 2023 had been distributed to the Board prior to this meeting.

Andreas moved to approve the minutes of the Regular Meeting on May 16, 2023. Bishop Dunning seconded. Voice vote being all ayes, Chairwoman Carr declared the motion carried.

# APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS

Dr. Valdez and the Board of Trustees welcomed the College family.

 **WRITTEN COMMUNICATIONS**

Dr. Valdez shared letters sent to Senators Durbin and Duckworth regarding support for the bipartisan legislation “Community College Agriculture Advancement Act of 2023.

##### Personnel Update

 New Employees

 Jacque Manicki, Director, ASC, effective May 22, 2023

Retirements, Resignations, and Terminations

Bridget Henderson, Accounts Payable Representative, effective May 29, 2023

# SPECIAL REPORTS

**REPORT OF ICCTA**

Chairwoman Carr and Bishop Dunning shared information from the ICCTA meeting in Bloomington. Training materials were handed out for those needing to complete their annual training requirements. Chairwoman Carr recognized Bishop Dunning for his 30 years of service to Richland Community College and for being elected to the Vice President position of the ICCTA. She also recognized Trustee Andreas for being selected as Alumnus of the Year.

**MONITORING REPORT**

Rev. Courtney Carson presented the Monitoring Report - EnRich

**INSTITUTIONAL ADVANCEMENT REPORT**

The report was listed in the Board packet for information.

**CONSENT AGENDA**

A recommendation was made to the Board of Trustees to approve the Consent Agenda. It was recommended that the Board approve the employment of the full-time tenure-track systems engineering technology instructor and the full-time employment of the Executive Director of Diversity, Equity, Inclusion, and Belonging, as presented.

**Colee moved to approve the Consent Agenda, as presented. Dr. Cooprider seconded. Roll call vote being all ayes, Chairwoman Carr declared the motion carried.**

**OLD BUSINESS**

**TRANSFER OF WORKING CASH EARNINGS**

A recommendation was made to the Board of Trustees that would authorized the transfer of interest earning from the Working Cash Fund to the General Fund, and adopt Resolution 23-4 – Transferring the Interest Earnings of the Working Cash Fund, as presented.

**Colee moved to adopt Resolution No. 23-4 – Transferring the Interest Earnings of the Working Cash Fund, as presented. Bishop Dunning seconded. Roll call vote being all ayes, Chairwoman Carr declared the motion carried.**

**FISCAL YEAR 2024 BUDGET**

A recommendation was made to the Board of Trustees to approve the FY24 Budget and adopt Resolution 23-5 – Resolution Adopting Fiscal Year 2024 Budget, as presented.

**Bishop Dunning moved to approve the FY24 Budget and adopt Resolution 23-5 – Resolution Adopting Fiscal Year 2024 Budget, as presented. Colee seconded. Roll call vote being all ayes, Chairwoman Carr declared the motion carried.**

**NEW BUSINESS**

**ENRICH PROGRAM LAPTOPS**

A recommendation was made to the Board of Trustees for the purchase of 104 laptops from CDW Government of Vernon Hills, IL in the amount of $59,525.44, as presented.

**Dr. Cooprider moved to approve the purchase of 104 laptops from CDW Government of Vernon Hills, IL in the amount of $59,525.44, as presented. Rood seconded. Roll call vote being all ayes, Chairwoman Carr declared the motion carried**.

**DELL EMC DD4300 SERVER PURCHASE**

A recommendation was made to the Board of Trustees that would allow the College to purchase a Dell EMC DD4300 server from Presidio, Inc. of Chicago, IL in the amount of $33,0118.78, as presented.

**Andreas moved to approve the College to purchase a Dell EMC DD4300 server from Presidio, Inc. of Chicago, IL in the amount of $33,0118.78, as presented. Rood seconded. Roll call vote being all ayes, Chairwoman Carr declared the motion carried.**

**HEALTHCARE SURGICAL TECHNICIAN EQUIPMENT**

A recommendation was made to the Board of Trustees that would allow the purchase of an instrument table, vascular and thoracic instruments from Seattle Technology of Marysville, WA in the amount of $25,568.65, as presented.

**Colee moved to approve the purchase of an instrument table, vascular and thoracic instruments from Seattle Technology of Marysville, WA in the amount of $25,568.65, as presented. Ritter seconded. Roll call vote being all ayes, Chairwoman Carr declared the motion carried.**

**HEALTHCARE EMS EQUIPMENT**

A recommendation was made to the Board of Trustees that would allow the purchase of a C-Mac Video Laryngoscope and related supplies from Karl Storz Endoscopy, Inc of El Segundo, CA in the amount of $15,329.90, as presented.

**Andreas moved to approve the purchase of a C-Mac Video Laryngoscope and related supplies from Karl Storz Endoscopy, Inc of El Segundo, CA in the amount of $15,329.90, as presented. Dr. Cooprider seconded. Roll call vote being all ayes, Chairwoman Carr declared the motion carried**.

**APROVAL OF WAND COMMERCIALS AS PART OF THE REGISTRATION COMPAIGN**

A recommendation was made the to Board of Trustees for purchase of commercials through the WAND as part of the Registration Campaign at a cost of $16,400.00, as presented.

**Colee moved to approve the purchase of commercials through the WAND as part of the Registration Campaign at a cost of $16,400.00, as presented. Andreas seconded. Roll call vote being all ayes, Chairwoman Carr declared the motion carried.**

**APPROVAL OF FY24 MEDIA BUYS**

A recommendation was made to the Board that would approve the administration to utilize SOLVR as needed to conduct media buys on behalf of Richland Community College, not to exceed $100K per campaign. All funding for advertising campaigns will be in the Board approved FY24 budget or from grant funded projects.

**Dr. Cooprider moved to approve the administration to utilize SOLVR as needed to conduct media buys on behalf of Richland Community College, not to exceed $100K per campaign. All funding for advertising campaigns will be in the Board approved FY24 budget or from grant funded projects. Colee seconded. Roll call vote being all ayes, Chairwoman Carr declared the motion carried.**

**APPROVAL TO PURCHASE MECHANICAL MAINTENANCE TRAINERS**

A recommendation was made to the Board of Trustees that would authorize the College Administration to purchase the AMATROL Mechanical Trainers from Moss Enterprises of Johnson, Iowa for a total cost of $169,670.00, as presented.

**Colee moved to authorize the College Administration to purchase the AMATROL Mechanical Trainers from Moss Enterprises of Johnson, Iowa for a total cost of $169,670.00, as presented. Bishop Dunning seconded. Roll call vote being all ayes, Chairwoman Carr declared the motion carried.**

FINANCIAL REPORT

BILLS AND TRAVEL EXPENDITURES PAYABLE

The May 2023 Treasurer’s Report and Financial Statement were presented to and discussed with the Board.

A list of bills paid in the amount of $1,776,946.14 for May 2023 was distributed to the Board prior to the meeting.

Ritter moved to ratify the May bills and travel expenditures paid and approve the Financial Statement subject to audit. Andreas seconded. Roll call vote being all ayes, Chairwoman Carr declared the motion carried.

REPORT OF THE PRESIDENT

* President Valdez and Dr. Zuniga gave an update on the Bridge Program. There was an overwhelming response and the College has been able to open up more slots to accommodate more students.
* Richland has been accepted to present at the ACCT Leadership Congress in October. We will present Prep Academy: Equity, Inclusion and Early learning Opportunities. Presenters will include President Valdez, Vicki Carr, Wayne Dunning, Courtney Carson, and Ashley Grayned from DPS61.
* We have received notice from Senator Duckworth’s office of $2.7 million coming from congressional funds for the TCCi project.

ITEMS FROM THE BOARD

* Dale Colee wanted to congratulate the College on their involvement of the Veterans Obstacle Challenge. Helping our veterans is so important and the College has really taken the lead.

 **EXECUTIVE SESSION**

**Andreas moved to enter into closed session for the purpose of discussing individual**

**employments, as specified in Section 2 (c) (1); for the purpose of discussing collective**

**negation matters, as specified in Section 2 (c) (2); for discussion of purchase or lease**

**of real property, as specified in Section 2 (c) (5); for discussion of pending or probable**

**litigation, as specified in Section 2 (c) (11); and for self-evaluation as specified in**

**Section 2 (c) (16) of the Open Meetings Act. Colee seconded. Voice vote being all ayes,**

**Chairwoman Carr declared the motion carried.**

Meeting convened into closed session at 6:56 p.m.

Meeting reconvened into open session at 7:23 p.m.

ADJOURNMENT

Andreas moved and Bishop Dunning seconded to adjourn the meeting at 7:24 p.m.

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Benjamin Andreas, Secretary