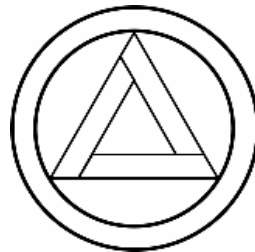


ILLINOIS EASTERN COMMUNITY COLLEGES

BOARD OF TRUSTEES

MONTHLY MEETING

June 20, 2000



Location:

**Lincoln Trail College
11220 State Hwy 1
Robinson, IL 62454**

**Dinner – Lincoln Room – 6 p.m.
Meeting – 7 p.m. – Cafeteria**

IECC BOARD AGENDA

7 P.M.

June 20, 2000

- 1. Call to order & Roll Call.....Chairman Lane
 - 2. Disposition of Minutes.....CEO Bruce
 - 3. Recognition..... Bruce
 - A. Visitors and Guests
 - B. IECCEA Representative
 - 4. Public Comment
 - 5. Reports
 - A. Report from Trustees
 - B. Report from Presidents
 - C. Report from George Woods
 - D. Report from Cabinet
 - 6. Policy First Readings (and Possible Approval) - None
 - 7. Policy Second Readings - None
 - 8. Staff Recommendations for Approval
 - A. FY2000 Capital Renewal Project Allard
 - B. FY2000 Capital Renewal Project Resolution..... Allard
 - C. Prevailing Rate of Wages Allard
 - D. Working Cash Fund Allard
 - E. FY00-2001 Budget Resolution Allard
 - F. Building and Maintenance Fund Resolution Allard
 - G. Inter-Fund Loans Resolution..... Allard
 - H. Athletic Insurance Coverage Renewal Allard
 - I. Hewlett Packard Maintenance Renewal Contract..... Allard
 - J. Retirees Health Insurance..... Allard
 - K. Marathon Refinery Intergovernmental Assessment Agreement Bruce
 - L. Educational Test Center Administration Fee..... Cantwell
 - M. RAMP FY2002..... Bruce
 - N. LTC Baseball Diamond Sprinkler System..... Bruce
 - 9. Bid Committee Report Allard
- IECC
Janitorial Supplies & Equipment
- 10. District Finance
 - A. Financial Report Allard
 - B. Approval of Financial Obligations Bruce
 - 11. Chief Executive Officer's Report Bruce
 - 12. Executive Session Bruce
 - 13. Approval of Executive Session Minutes..... Bruce
 - 14. Approval of Personnel Report Bruce
 - 15. Collective Bargaining
 - 16. Litigation Bruce
 - 17. Acquisition and Disposition of Property Bruce
 - 18. Other Items
 - 19. Adjournment

Agenda Item #1

Call to Order & Roll Call

Agenda Item #2

Disposition of Minutes

Minutes of a regular meeting of the Board of Trustees of Illinois Eastern Community Colleges - Frontier Community College, Lincoln Trail College, Olney Central College, Wabash Valley College - Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, and State of Illinois, held in the Cooperative Extension Building, at Frontier Community College, Frontier Drive, Fairfield, Illinois, Tuesday, May 16, 2000.

AGENDA #1 – “Call to Order & Roll Call” - Mr. James W. Lane, Jr., Chairman, called the meeting to order at 7:10 p.m.

Roll Call: The Secretary called the roll of members present and the following trustees answered to their names as called and were found to be present:

Mrs. Brenda K. Culver, Dr. G. Andrew Fischer, Ms. Karen Marie Jameson, Mrs. Shirley B. Kessler, Mr. James W. Lane, Jr., Miss Marilyn J. Wolfe. Also present was Mr. Brent Engel, student trustee. Trustees absent at roll call: Mrs. Beverly L. Turkal. There being a quorum present, the Chairman declared the Board of Trustees to be in open, public session for the transaction of business.

(Note: In accordance with Board of Trustees Policy No. 100.4, the student trustee shall have an advisory vote, to be recorded in the Board Minutes. The advisory vote may not be counted in declaring a motion to have passed or failed.)

Also present at this meeting, in addition to trustees:

Mr. Terry L. Bruce, Chief Executive Officer/Chief Operating Officer.

Dr. Hans Andrews, President of Olney Central College.

Dr. John Arabatgis, President of Lincoln Trail College.

Dr. Harry Benson, President of Wabash Valley College.

Dr. William J. Lex, President of Frontier Community College.

Mr. George Woods, Dean of Community Development & Workforce Education.

Ms. Kathleen Vespa, Associate Dean of Education to Careers Program.

Ms. Christine Cantwell, Associate Dean of Academic & Student Support Services.

Ms. Pamela Schwartz, Associate Dean of Institutional Development.

Mrs. Nancy J. Allard, Comptroller & Director of Finance.

Ms. Terry Stanford, Executive Secretary to the CEO.

Mr. Harry Hillis, Jr., Board Secretary.

AGENDA #2 – “Disposition of Minutes” – Open meeting minutes of the regular meeting, held Tuesday, April 18, 2000, were presented for approval.

Board Action: Ms. Jameson made a motion to approve the foregoing open meeting minutes as prepared. Mrs. Culver seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken and the Chair declared that the “Ayes” have it and the motion is adopted.

AGENDA #3 – “Recognition” –

#3-A. Visitors & Guests: Visitors & guests present were recognized.

#3-B. IECCEA Representative: None.

AGENDA #4 – “Public Comment” – None.

AGENDA #5 – “Reports” –

#5-A. Report from Trustees: Mr. Lane reviewed the recent Board Retreat.

#5-B. Report from Presidents: Informational reports from each of the four colleges were presented by Dr. Andrews, Dr. Arabatgis, Dr. Benson and Dr. Lex.

#5-C. Report from George Woods: Mr. Woods presented an informational report on Workforce Education.

#5-D. Report from Cabinet: None.

AGENDA #6 – “Policy First Readings (and Possible Approval)” – None.

AGENDA #7 – “Policy Second Readings” – None.

AGENDA #8 – “Staff Recommendations for Approval” - The following staff recommendations were presented for approval.

#8-A. Technology Plan: The CEO recommended approval of IECC’s five year Technology Plan. The plan serves as a review of existing technologies. It also outlines current and future technological needs for improvement of the district’s administrative and instructional technologies. Goal of the plan is to improve technology services for faculty, staff and students, within a projected budget. The plan includes descriptions and definitions in the areas of administrative systems, network infrastructure, telecommunications, software, instructional resources and other technological equipment.

Board Action: Dr. Fischer made a motion to approve the five year Technology Plan as presented. Mrs. Kessler seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Ms. Jameson, Mrs. Kessler, Mr. Lane, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Mrs. Turkal. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-B. Commercial Insurance Package: The CEO recommended approval to renew IECC insurance coverage with current carriers, effective July 1, 2000, with the following premium quotes, some estimated:

General Liability \$24,950; Auto/Garage Liability \$19,209; Crime \$3,683; Fiduciary \$1,800; Foreign Liability \$2,500; Umbrella \$14,255; School Board \$11,000; Boiler & Machinery \$6,286; Property \$31,985: Total \$115,668. Workers Compensation \$73,003 (determined by 3 year loss ratio & payroll dollars).

Board Action: Mrs. Kessler made a motion to renew IECC’s insurance coverage with current carriers as recommended. Miss Wolfe seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Ms. Jameson, Mrs. Kessler, Mr. Lane, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Mrs. Turkal. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-C. Lawrence County Enterprise Zone Expansion: Mr. Terry Dennison of the Lawrence County Industrial Development Council, was present to request approval of the following resolution. The CEO recommended that the resolution be adopted.

Resolution

WHEREAS, the County of Lawrence, City of Lawrenceville, City of Bridgeport and City of Sumner have made it known to the Illinois Eastern Community College District of their intention of applying for Enterprise Zone expansion by adding territory to their existing Enterprise Zone, all of which lies within the County of Lawrence, City of Lawrenceville, City of Bridgeport and City of Sumner. This additional territory is more fully described in Exhibit H and outlined on a map in Exhibit I.

WHEREAS, both the initial designation of an Enterprise Zone pursuant to the Illinois Enterprise Zone Act, 20 ILCS 655/1 et seq., as amended and the eventual success of an Enterprise Zone depend upon community support and nature of incentives to be offered; and,

WHEREAS, this public taxing authority finds that Enterprise Zone designation will serve the interest of all local taxing authorities and the entire community by stimulating economic revitalization;

NOW, THEREFORE, BE IT RESOLVED BY THE Illinois Eastern Community College District:

The Illinois Eastern Community College District hereby authorizes and directs the County Clerk to abate the portion of its taxes on real property located in the County of Lawrence/City of Lawrenceville/City of Bridgeport/City of Sumner expanded Enterprise Zone (as described in Exhibit H and outlined on a map in Exhibit I) resulting from an increase in equalized assessed valuation which is attributable to the construction of improvements or to the renovation or rehabilitation of existing improvements and subject to the following limitations.

a) The abatement shall apply to the taxes corresponding to an increase in equalized assessed valuation after improvements (either new construction or renovation or rehabilitation for industrial and commercial projects) have been duly assessed and said abatement shall not exceed the amount attributable to the construction of the improvements and the renovation or rehabilitation of existing improvements.

b) The abatement shall pertain only to that parcel within the enterprise zone which has been improved after the designation of the enterprise zone provided, however, that no such abatement shall be applicable to any such improvement project located within the boundaries of the Tax Increment Redevelopment Project District as set forth in Ordinance No. 89-1165, or any other tax increment redevelopment project district which may be hereafter located within the Enterprise Zone.

c) The abatement schedule listed in this section applies only to the expanded portion of the County of Lawrence/City of Lawrenceville's/City of Bridgeport's/City of Sumner's Enterprise Zone, as described in Exhibit H.

For Industrial Projects - a ten (10) year, graduated schedule; 100% of the equalized assessed value of the improvements for year one (1); 90% for year two (2); 80% for year three (3); 70% for year four (4); 60% for year five (5); 50% for year six (6); 40% for year seven (7); 30% for year eight (8); 20% for year nine (9); and 10% for year ten (10). Industrial Projects are those projects where the primary use of a manufacturing, assembly, wholesale or warehouse/distribution nature.

For Commercial Projects - a five (5) year, graduated schedule; 100% of the equalized assessed value of the improvements for year one (1); 80% for year two (2); 60% for year three (3); 40% for year four (4); 20% for year five (5). Commercial Projects are those projects where the primary use of the land and building(s) is of a retail or service nature.

In certain cases, the above mentioned schedules may not be available for the entire period of time. The reason is, the abatement period cannot extend beyond the twenty (20) year "life" for which the County of Lawrence/City of Lawrenceville Enterprise Zone was authorized (to March 1st, 2010).

d) The abatement is allowed only for improvements (either new construction or renovation or rehabilitation for industrial and commercial projects), the nature and scope of which a Certificate of eligibility has been obtained and approval has been given.

Board Action: Miss Wolfe made a motion to adopt the foregoing Resolution for Expansion of the Lawrence County Enterprise Zone. Mrs. Kessler seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Ms. Jameson, Mrs. Kessler, Mr. Lane, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Mrs. Turkal. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-D. Robinson Enterprise Zone Expansion: This item was removed from the action agenda for this meeting.

#8-E. Long-Range Plan: The CEO recommended approval of IECC's Long-Range Plan for fiscal years 2001 and 2002. The plan emphasizes improvement in instruction and student support services; also revitalizing facilities, and obtaining state-of-the-art equipment and teaching tools. It notes that long-range planning has moved the college district into an excellent position of leadership as it enters the 21st century. The document will be used as an ongoing two-year guide with an annual review to allow for revisions and addition of another year.

Board Action: Dr. Fischer made a motion to approve the Long-Range Plan for fiscal years 2001 and 2002 as presented. Mr. Engel seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Ms. Jameson, Mrs. Kessler, Mr. Lane, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Mrs. Turkal. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-F. Catalog Addendum: The CEO recommended approval of an Addendum to the 1999-2001 College Catalog. The Addendum lists previously approved changes and additions that affect the district's agreement with students.

Board Action: Dr. Fischer made a motion to approve the 1999-2001 Catalog Addendum as presented. Miss Wolfe seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Ms. Jameson, Mrs. Kessler, Mr. Lane, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Mrs. Turkal. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-G. Agreement with Kaskaskia College: The CEO recommended approval to extend the Joint Agreement between Kaskaskia College and Illinois Eastern Community Colleges for a one-year period beginning July 1, 2000.

IECC District No. 529 agrees to accept students from Kaskaskia College District No. 501 in the following programs:

- Coal Mining Technology – AAS/Certificate.
- Diesel Equipment Technology – AAS.
- Hospitality Management – AAS.
- Machine Shop Technology – AAS/Certificate.
- Radio-TV Broadcasting – AAS.
- Telecommunications Technology – AAS/Certificate.
- Woodworking Technology – AAS.

Kaskaskia College District No. 501 agrees to accept students from IECC District No. 529 in the following programs:

- Business Management – AAS.
- Dental Assisting – Certificate.
- Certified Respiratory Therapy Technician – Certificate.
- Physical Therapist Assistant – AAS.

Board Action: Mrs. Kessler made a motion to approve extending the Joint Agreement with Kaskaskia College for one year as recommended. Dr. Fischer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Ms. Jameson, Mrs. Kessler, Mr. Lane, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Mrs. Turkal. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-H. LTC & GTE Easement: The CEO recommended approval of a request for a GTE right of way easement to run communications lines at the Williams Hall property at Lincoln Trail College.

Easement Grant: For good and valuable consideration, Illinois Eastern Community Colleges District #529 Grantor(s), hereby grants, conveys, and warrants unto GTE North Incorporated, Grantee, its successors and assigns, the right, privilege, easement and authority to construct, operate, patrol, maintain and replace its communications lines, including the necessary underground cables, wires, conduits, markers and appurtenances upon, over, under and across the land hereinafter described, some of which said land may be included in the public highway, to form a part of a communication system to be owned and operated by said corporation, its successors and assigns, together with the right of ingress and egress to said land and the right to trim now and hereafter all brush and trees along the said lines as may be necessary for the installation, operation and maintenance of said lines. The property of the undersigned over which this easement is granted and the location of the lines to be constructed thereon are described as follows: Crawford County, Illinois, A part of the east ½ of the southeast ¼ of Section 25; Township 7 North; Range 12 West. Buried cable to be placed within a strip of land one (1) rod, 16.5 feet wide, parallel and adjacent to the west right of way line of the road now designated as Illinois State Route 1. See Exhibit A. Tax Index No. 51-25-000-007. This Easement Grant includes the right to place, replace, operate, and maintain additional communication lines and appurtenances, subsequent to those initially installed. Grantee shall not place such additional communication lines and appurtenances until after Grantor has been consulted with, and duly notified. Grantee will reimburse Grantor for crops damaged at the current sealed or market prices. Grantee will be responsible for restoration of damaged drainage tiles, landscape, and any other items of property damaged by Grantee. ... (GTE North Incorporated agrees to pay Grantor the sum of \$100.00.)

Board Action: Ms. Jameson made a motion to approve the request for a GTE right of way easement at LTC as recommended. Dr. Fischer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Ms. Jameson, Mrs. Kessler, Mr. Lane, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Mrs. Turkal. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

#8-I. FY2000-2001 Department of Corrections Contract: The CEO recommended approval of the contract with the Illinois Department of Corrections, for Lincoln Trail College to provide educational programs at the Robinson Correctional Center. The total budget for FY2001 is \$421,243. The Department of Corrections School District is supporting the budget with \$213,424. The remaining \$207,819 is being supported by a projected income of \$206,819 from ICCB and \$1,000 in flower sales. The contract allows for a 4% increase in salaries for all employees. The FY2000-2001 budget expenditures:

Administration \$102,171; Baccalaureate \$51,950; Business Management \$42,108; Commercial Custodial \$39,236; Computer Technology \$37,295; Food Service \$42,081; Horticulture \$44,090; Youthful Offender \$35,316; Vocational Improvement \$1,200; Indirect Costs \$25,796. Total Expenditures \$421,243. Less Income \$207,819. Amount Requested from DOC School District \$213,424.

Budget Summary: Personal Services \$306,587; Fringe Benefits \$38,292; Commodities \$34,968; Travel \$3,700; Other \$11,900; Indirect Costs \$25,796. Total \$421,243.

Board Action: Mrs. Kessler made a motion to approve the FY2000-2001 contract with the Illinois Department of Corrections as outlined. Miss Wolfe seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Ms. Jameson, Mrs. Kessler, Mr. Lane, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Mrs. Turkal. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #9 – “Bid Committee Report” – None.

AGENDA #10– “District Finance” – The following district financial matters were presented:

#10-A. Financial Report: The monthly financial reports were presented, including the treasurer's report, showing a balance in all funds of \$1,232,280.52, as of April 30, 2000. The reports were accepted.

#10-B. Approval of Financial Obligations: District financial obligations (Listing of Board Bills) for the month of May, 2000, totaling \$618,421.80, were presented for approval.

Board Approval for Payment of Financial Obligations: Miss Wolfe made a motion to approve payment of the district financial obligations for the month of May, 2000, in the amounts listed, and payments from the revolving fund for the month of April, 2000. Dr. Fischer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Ms. Jameson, Mrs. Kessler, Mr. Lane, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: Mrs. Turkal. The motion having received 6 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #11 – “Chief Executive Officer's Report” - Mr. Bruce presented informational reports relative to the following topics:

1. Associate in Science and Arts Degree Entered in Banner.
2. Hella Electronics.
3. Employee Training.
4. Radiography Certification Exam.
5. Nursing Program Update.
6. Final Report of the Taskforce on the Nursing Shortage.
7. ICCB Approval of PHS Projects.
8. Computer Virus.
9. FY2000 Enrollment Comparison Charts - Up 1.6%.
10. Franklin University – Online Course June 5-July 10.
11. Successful Board Retreat.

AGENDA #12 – “Executive Session” – The CEO recommended that a closed meeting be held, under Section 2(c)(1) of the Open Meetings Act to consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the district, [including hearing testimony on a complaint lodged against an employee to determine its validity]; and, under Section 2(c)(2) of the Open Meetings Act to consider collective negotiating matters; and, under Section 2(c)(11) of the Open Meetings Act to consider pending litigation against, affecting or on behalf of the District or litigation which is probable or imminent; and, under Section 2(c)(21) of the Open Meetings Act to consider and approve minutes of meetings lawfully closed under the Act.

#12-A. Closed Meeting: Mr. Engel made a motion to hold a closed meeting to consider the matters outlined by the CEO. Dr. Fischer seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Dr. Fischer, Mrs. Kessler, Mr. Lane, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: Mrs. Culver, Ms. Jameson. Trustees absent: Mrs. Turkal. The motion having received 4 yea votes and 2 nay votes, the Chair declared the motion carried. A closed meeting was held, beginning at 8:35 p.m.

(Mrs. Turkal entered the meeting at 8:45 p.m., during the closed meeting.)

#12-B. Closed Meeting Ended: Mrs. Turkal made a motion to reconvene in open session. Mrs. Culver seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken and the Chair declared that the “Ayes” have it and the motion is adopted. A quorum being present, the Board of Trustees reconvened in open, public session for the transaction of business at 10:20 p.m.

AGENDA #13 – “Approval of Executive Session Minutes” – Dr. Fischer made a motion to approve minutes of a closed meeting held Tuesday, April 18, 2000, as prepared, but that these minutes remain closed and not be opened to the public record at this time. Miss Wolfe seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Ms. Jameson, Mrs. Kessler, Mr. Lane, Mrs. Turkal, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

AGENDA #14 – “Approval of Personnel Report” – The CEO presented the following Personnel Report and recommended it be approved.

400.1. Employment of Personnel

A. Classified

1. Janet Lane: Initial full-time employment as International Student Liaison for the District Office, LTC Campus. Amount: Based upon \$18,900 per fiscal year. Effective July 1, 2000.

2. Robert Long: Initial full-time employment as Student Advisor, Success Network for the District Office, FCC Campus. Amount: Based upon \$18,900 per fiscal year. Effective: July 24, 2000.

400.2. Adoption of Resolution and Reemployment of Full-Time Staff

It is recommended that the following resolution be adopted as part of the Personnel Report. The employment of personnel whose wages are supported by Department of Corrections, grant, or auxiliary funds is completely dependent upon continued funding from those sources. Should the account terminate or revenues cease, employment is null and void and the rights of both parties are at an end.

Resolution

WHEREAS, effective July 1, 2000, the Board of Trustees desires to employ administrative, professional/non-faculty, and classified employees whose names are set forth on Appendix A, and

WHEREAS, the Board of Trustees desires to establish certain terms and conditions of employment with respect to said employees that will be in effect during the 2000-2001 fiscal year.

NOW, THEREFORE, BE IT RESOLVED:

1. Effective July 1, 2000, the employees whose names are set forth on Appendix A shall be reemployed and during their continued employment, they shall be employees-at-will and either the Board of Trustees or the employee can terminate this at-will relationship with or without cause, with or without notice, at any time. No supervisor, managerial employee, administrator or representative of Illinois Eastern Community Colleges has the authority to enter into any agreement with any employee for employment for any specified period or to make any promises contrary to the employment-at-will policy. Only the Board of Trustees has such authority.

2. The appropriation to cover the salaries of said employees does not constitute an express or implied contract and shall not create any right on the part of any such employee to demand continuous employment or compensation by reason of such appropriation if the Board determines that the employment of any such employee is no longer needed or necessary.

3. If any vacancy occurs in any of the positions held by any of the individuals listed on Appendix A, there shall be no requirement to fill any such vacancy if it is determined that there is no need or necessity to fill such vacancy.

4. Any past resolution, policy, authority or any action of the Board inconsistent with the instant Resolution is hereby amended so as to conform with this Resolution.

5. This Resolution shall be in full force and effect from and after its adoption. In the event that any past, current or future policies or procedures conflict with this Agreement, this Agreement shall govern.

Appendix A

Administrative

FRONTIER COMMUNITY COLLEGE

Ted Davis, Director of LRC
Blenda Demaret, Assistant to the Dean of the College
Jerry Hefley, Dean of the College
Carroll Hilliard, Director of Financial Assistance & Community Services
Melanie Lee, Director of Public Info & Marketing
LaVonna Miller, Director of Business

LINCOLN TRAIL COLLEGE

Karen Coleman, Director of LRC
Debbie Kull, Director of Financial Aid
Gayle Saunders, Dean of the College
Lydia Williams, Director of Business, Community Services & Continuing Ed

ROBINSON CORRECTIONAL CENTER

* Glen Donaldson, Associate Dean (DOC)

OLNEY CENTRAL COLLEGE

Jack Davis, Dean of Instruction
Donna Henry, Assoc Dean, Nursing & Allied Health
Doug Shipman, Director of Business
Fran Stencil, Director of LRC
Chris Webber, Assistant Dean for Student Services

WABASH VALLEY COLLEGE

Louise Acree, Director of Public Information & Marketing
Wayne Henegar, Dean of Instruction
Diana Spear, Assistant Dean of Student Services
Cynthia Walls, Director of Business

WORKFORCE EDUCATION

John Howard, Associate Dean, CMT
George Woods, Dean of Workforce Education

DISTRICT OFFICE

Nancy Allard, Comptroller & Director of Finance
Chris Cantwell, Assoc Dean, Academic & Student Support Services
Alex Cline, Director of Information & Communications Technology
Marty Novak, Director of Personnel
Pam Schwartz, Assoc Dean, Institutional Development

* Kathleen Vespa, Assoc Dean, Education to Careers Prog (Grant)

Professional/Non-Faculty

FRONTIER COMMUNITY COLLEGE

* Jim Beers, Dir Human Serv & Job Dev/Retention (Grant)
Robert Boyles, Program Director, Adult & Continuing Ed
Suzanne Brooks, Coordinator of Registration & Records
* Bill Brower, Coordinator of Literacy Development Program (Grant)
Galen Dunn, Supervisor of Building & Grounds
* Brenda Helm, Director of Ad Education Recruitment & Advisement (Grant)
* Lawrence Houston, Director of Admissions & Special Populations (Grant)

Janice Tucker, Director of Recruitment & Advisement
Wesley Weber, Program Director, Emergency Prep & Industrial Quality Management
Jeanette Wiles, Coordinator of Student Success

LINCOLN TRAIL COLLEGE

- * Rick Arp, Coach (Auxiliary)
- * James Chambers, Coach (Auxiliary)
- * Liz Grant, Manager of Bookstore (Auxiliary)
- Richard Kent, Building Superintendent
- * Anthony Kestranek, Fitness Center Coordinator (Auxiliary)
- * Donna Meadows, Manager of Food Services (Auxiliary)
- Becky Mikeworth, Director of Admissions
- Brad Musgrave, Director of Recruitment & Advisement

ROBINSON CORRECTIONAL CENTER

- * Aimee Arthur, Youthful Offender Counselor (DOC)

OLNEY CENTRAL COLLEGE

- Judy Burroughs, Director of the Cosmetology Program
- * Dennis Conley, Athletic Director/Coach (Auxiliary)
- * Kristi Crawford, Coord, Comm Programming & Student Activities (Auxiliary)
- * James Glash, Coach (Auxiliary)
- Donita Kaare, Director of LSC
- * Jervaise McGlone, Director of Women's Center (Grant)
- * Jessica Morris, Coach (Auxiliary)
- Deanna Ratts, Coordinator of Public Information & Marketing
- J. Robert Story, Building Superintendent
- Vicki Stuckey, Financial Aid Coordinator
- * Ed Wright, Manager of Bookstore (Auxiliary)

WABASH VALLEY COLLEGE

- James Bogard, Building Superintendent
- Elaine Brown, Coordinator, Academic Assistance Center
- James Cox, Director, Radio/TV Broadcasting
- * Greg Goldman, Manager of Bookstore (Auxiliary)
- * John Loyer, Coach (Auxiliary)
- * Glenda Raber, Coordinator Radio Information Services (Grant)
- * Judy Riggs, Manager of Food Services (Auxiliary)
- Melinda Silvernale, Financial Aid Coordinator
- * Stephanie Smith, Coach (Auxiliary)
- Tim Zimmer, Director of Academic Advising

WORKFORCE EDUCATION

John Highhouse, Prog Dir, Telecommunications Training
Diane Lutes, Director of Admissions & Financial Aid

DISTRICT OFFICE

- Rita Adams, Program Director, College Support Services
- * Byron Brumfiel, Program Director, SBDC (Grant)
- Tara Buerster, District Student Recruiter Coordinator
- Bonnie Chaplin, Director of Business Services
- Jack Dunn, Communications Specialist
- John Frazier, Asst Program Director, Hainan Project
- Marilyn Grove, Treasurer

- * LeAnn Hartleroad, Asst Program Dir, Upward Bound (Grant)
- * Peggy Jausel, Director of Dislocated Worker Program (Grant)
- Pam Madden, Prog Dir, International Students/Dir, District Student Recruitment
- * David McKimmy, Asst Program Director, SBDC (Grant)
- * Susan Polgar, Project Dir, Success Network Title IV (Grant)
- * Rodney Raney, Asst Prog Dir, Educ Talent Search (Grant)
- * Carla Wesner, Director, Business & Industry Training (Grant)

Classified

FRONTIER COMMUNITY COLLEGE

- Barbara Bennett, Office Assistant
- Karen Bryant, Office Assistant
- Trena Cline, Clerk
- * Jeffery Davenport, Computer Technician (Grant)
- Debra Dawkins, Office Assistant
- Tara Farleigh, Clerk
- * Janet Herman, Literacy Development Center Tech (Grant)
- Denise Hilliard, Administrative Assistant
- Freda Hoffman, Administrative Assistant
- Janie Lake, Administrative Assistant
- * Amy Loss, Clerk (Grant)
- Andy Pottorff, Custodian
- Renee Smith, Administrative Assistant to President
- Scott Talbert, Textbook Library/Equipment Technician

LINCOLN TRAIL COLLEGE

- Sheri Bayne, Office Assistant
- Donna Boyd, Administrative Assistant
- Deanna Chrysler, Administrative Assistant
- Carolyn DiBeasi, Office Assistant
- Douglas Edwards, Lead Custodian
- Sharon Hanson, Clerk
- Kenneth Hawkins, Maintenance Worker
- Jamie Henry, Office Assistant
- Julie Higginbotham, Office Assistant
- Freda Kelley, Custodian
- Paul Lange, Audio/Visual Technician
- Travis Matthews, Occupations Advisor
- Albert Miller, Custodian
- Ricky Rich, Groundskeeper
- Gary Upton, Custodian
- Jo Wachtel, Office Assistant
- * Laura York, Computer Technician (Grant)

ROBINSON CORRECTIONAL CENTER

- * Kay Conour, Office Assistant (DOC)

OLNEY CENTRAL COLLEGE

- Timothy Bower, Custodian
- Karen Devall, Library Assistant
- Jean Duckworth, Administrative Assistant
- Jaye Fehrenbacher, Administrative Assistant
- Kathy Fehrenbacher, Office Assistant

Larry Gangloff, Maintenance Worker
Carla Gardner, Administrative Assistant to the President
Lawrence Harbaugh, Custodian
Tammy Harmon, Administrative Assistant
Carla Heckenbach, Administrative Assistant
Linda Horn, Office Assistant
Larry Johnson, Groundskeeper
Cheryl Knight, Administrative Assistant
Sara Kocher, Office Assistant
Damona Nease, Custodian
* Joyce Nix, Special Needs/Academic Advisor (Grant)
Carl Sager, Lead Custodian
Reba Stanfield, Office Assistant
John Stoll, Custodian
Betty Stout, Administrative Assistant
* Rose Teel, Job Developer/Intake Processor (Grant)
* Christine Weber, Jobs Advisor (Grant)
Olivia Zwilling, Career Advisor

WABASH VALLEY COLLEGE

Karissa Anderson, Office Assistant
Darla Brooke, Computer Lab Technician
Sandra Craig, Library Technician
Mary Ann Fields, Lead Custodian
Lisa Fortner, Custodian
* Joedy Groff, Computer Technician (Grant)
Kathryn Head, Custodian
Pamela Henegar, Office Assistant
Betty Hocking, Office Assistant
Cindy Kruse, Administrative Assistant
Ron Martin, Groundskeeper
Barbara Minniear, Office Assistant
Jane Owen, Office Assistant
Dwight Piper, Maintenance Worker
Cathy Seaton, Administrative Assistant
Audrey Tice, Administrative Assistant to the President
Judy Wilkinson, Office Assistant

WORKFORCE EDUCATION

Kay Brown, Program Assistant – Carterville
Shirley Buche, Program Assistant – Harrisburg
Becky Coomer, Program Assistant – Robinson
Mary Kay Enrietta, Program Assistant – Springfield
Lynda Price, Program Assistant – Marissa
Ruth Ann Ward, Clerk

DISTRICT OFFICE

* Shelly Allensworth, Case Worker (Grant)
Charles Bennett, Systems Technician
* Cheryl Blank, Upward Bound Student Advisor (Grant)
* Jill Bloehs, Resource Room Advisor (Grant)
* Kathy Corry, Administrative Assistant (Grant)
* Ada Fleeharty, Student Advisor, Success Network (Grant) (OCC)
Cynde Frost, Payroll Clerk

- Jeff Gumbel, Webmaster
- Terri Harris, International Student Liaison
- * Stephanie Harrison, College Acad Adv, Ed Talent Search (Grant)
- Chris Heindselman, Research Technician
- * Beverly Hemrich, Office Assistant, Success Network (Grant) (LTC)
- Eva Hubble, Administrative Assistant
- Amy Johnson, Clerk
- Melanie Kent, Administrative Assistant
- * Sarah Kincaid, Office Assistant (Grant)
- * Carole Kirk, Upward Bound Student Advisor (Grant)
- Barbara McGuire, Computer Lab Assistant
- Maria Michels, Account Payable Clerk
- * Judy Neikirk, Student Advisor, Success Network (Grant) (WVC)
- * Teresa O'Brien, Program Assistant (Grant)
- * Andrea Pampe, Office Assistant, Ed Talent Search (Grant)
- Lona Peavler, Business Office Clerk
- Chris Raley, Administrative Assistant
- * Carol Redman, Program Advisor, Ed Talent Search (Grant)
- Jan Robards, Bookkeeper
- * Wilma Seiler, Case Worker
- Jackie Shamhart, Office Assistant
- Rebecca Shultz, Computer Operator
- * Kathy Slichenmyer, Office Assistant (Grant)
- Terry Stanford, Executive Assistant to the CEO
- * Kathy Swinson, Case Worker (Grant)
- Paul Tait, Networking Technician
- Barbara Thomas, Administrative Technician
- * Cora Weger, Student Advisor, Success Network (Grant) (LTC)
- * Lisa Weiler, Case Worker (Grant)
- * Janet Wellen, Student Advisor, Success Network (Grant) (FCC)
- Lucinda Wingert, Database Technician

Faculty

ROBINSON CORRECTIONAL CENTER

- * Alice Holtzouser, Business Management Instructor (DOC)
- * Harvey Ricker, Commercial Custodian Service Instructor (DOC)
- * Larry Conour, Computer Technology Instructor (DOC)
- * Paul Stouse, Horticulture Instructor (DOC)

*Employment is completely dependent upon continued funding from a grant or profitable operation of the auxiliary fund object account.

400.3. FY00-01 Wage Increases for Non-Bargaining Employees

Fiscal Year 2000-2001 Guidelines for Full-Time Employee Wage Increases.

1. Full-time employees working before April 1, 2000, are eligible for a wage increase. Employees with hire dates of April 1, 2000, to June 30, 2000, will be eligible for an increase at the six month anniversary date by recommendation from the College President and Chief Executive Officer.
2. Increases will be based on an overall 6 percent distributed by a combination of a percent plus flat dollar amount applied to base wages allocating a higher percentage to lower paid employees as follows:
 - 5% plus \$500 for employees with base wages of \$14,000 to \$15,999 (8% to 10%).
 - 5% plus \$400 for employees with base wages of \$16,000 to \$19,999 (7% to 8%).
 - 5% plus \$300 for employees with base wages of \$20,000 and above (5% to 6.5%).

3. Documentation regarding employees ineligible for increases due to performance issues, grant or auxiliary fund limitations, etc., shall be submitted by the Presidents and Chief Executive Officer.

4. Entry level amounts for full-time positions will be adjusted by 5 percent. The recommended adjustment for the entry level for Custodian, Library Assistant, and Office Assistant is \$15,028 to equalize this level with the level above and below. Base wages for employees with wages under the entry level recommended for adjustment are:

Melissa Chapman from \$13,650 to \$15,028.

Karen Devall from \$14,833 to \$15,028.

Janet Lane from \$18,900 to \$19,845.

Robert Long from \$18,900 to \$19,845.

5. Recommendations for base wage adjustments for specific employees in excess of the regular increase will be reviewed.

FRONTIER COMMUNITY COLLEGE

Administrative: Ted Davis \$39,410, Blenda Demaret \$41,885, Jerry Hefley \$72,904, Carroll Hilliard \$39,519, Melanie Lee \$30,383, William Lex \$91,529, LaVonna Miller \$39,633.

Professional/Non-Faculty: James Beers \$28,178, Robert Boyles \$65,401, Suzanne Brooks \$36,954, Bill Brower \$28,150, Galen Dunn \$40,618, Brenda Helm \$31,002, Lawrence Houston \$32,980, Janice Tucker \$39,778, Wesley Weber \$48,395, Jeanette Wiles \$23,768.

Classified: Barbara Bennett \$25,592, Karen Bryant \$26,436, Trena Cline \$18,483, Jeffery Davenport \$25,000, Debra Dawkins \$26,561, Tara Farleigh \$15,358, Janet Herman \$19,237, Denise Hilliard \$29,373, Freda Hoffman \$29,128, Janie Lake \$29,319, Amy Loss, \$21,256, Andy Pottorff \$25,569, Renee Smith \$31,409, Scott Talbert \$30,870.

LINCOLN TRAIL COLLEGE

Administrative: John Arabatgis \$91,500, Karen Coleman \$29,700, Debbie Kull \$39,253, Gayle Saunders \$70,433, Lydia Williams \$39,920.

Professional/Non-Faculty: Rick Arp \$37,080, James Chambers \$31,170, Liz Grant \$29,734, Richard Kent \$39,541, Anthony Kestranek \$27,356, Donna Meadows \$20,928, Becky Mikeworth \$38,055, Brad Musgrave \$32,684.

Classified: Sheri Bayne \$20,582, Donna Boyd \$29,363, Deanna Chrysler \$29,889, Carolyn DiBeasi \$26,414, Douglas Edwards \$27,294, Sharon Hanson \$15,358, Kenneth Hawkins \$33,405, Jamie Henry \$16,240, Julie Higginbotham \$25,499, Freda Kelley \$16,607, Paul Lange \$31,448, Albert Miller \$26,242, Ricky Rich \$28,907, Gary Upton \$26,171, Jo Wachtel \$16,623, Laura York \$25,000.

OLNEY CENTRAL COLLEGE

Administrative: Hans Andrews \$96,268, Jack Davis \$75,745, Donna Henry \$64,560, Doug Shipman \$34,662, Fran Stencil \$33,690, Chris Webber \$47,220.

Professional/Non-Faculty: Judy Burroughs \$38,835, Dennis Conley \$44,897, Kristi Crawford \$27,356, James Glash \$41,942, Donita Kaare \$29,700, Jervaise McGlone \$31,485, Jessica Morris \$32,588, Deanna Ratts \$27,075, Robert Story \$48,268, Vicki Stuckey \$34,838, Ed Wright \$36,461.

Classified: Jean Blackford \$28,831, Timothy Bower \$15,634, Karen Devall \$15,028, Jean Duckworth \$19,209, Kathy Fehrenbacher \$26,205, Jaye Fehrenbacher \$30,160, Larry Gangloff \$33,173, Carla Gardner \$31,173, Lawrence Harbaugh \$15,410, Tammy Harmon \$29,054, Carla Heckenbach \$20,502, Linda Horn \$16,129, Larry Johnson \$28,294, Cheryl Knight \$29,502, Sara Kocher \$15,909, Damona Nease \$26,801, Joyce Nix \$23,475, Carl Sager \$27,300, Reba Stanfield \$16,893, John Stoll \$26,565, Betty Stout \$30,074, Bruce Stovall \$25,000, Rose Teel \$30,940, Christine Weber \$25,464, Olivia Zwilling \$20,245.

WABASH VALLEY COLLEGE

Administrative: Louise Acree \$40,264, Harry Benson \$96,268, Wayne Henegar \$67,436, Diana Spear \$47,290, Cynthia Walls \$39,197.

Professional/Non-Faculty: James Bogard \$49,236, Elaine Brown \$30,454, James Cox \$39,271, Greg Goldman \$26,142, John Loyer \$36,116, Glenda Raber \$23,479, Judy Riggs \$22,105, Melinda Silvernale \$34,129, Stephanie Smith \$31,565, Tim Zimmer \$28,178.

Classified: Karissa Anderson \$15,200, Darla Brooke \$28,776, Sandra Craig \$17,831, Mary Ann Fields \$27,300, Lisa Fortner \$16,623, Joedy Groff \$25,000, Kathryn Head \$15,200, Pam Henegar \$26,425, Betty Hocking \$26,450, Cindy

Kruse \$27,737, Ron Martin \$28,668, Barbara Minniear \$26,425, Jane Owen \$16,075, Dwight Piper \$33,187, Cathy Seaton \$27,682, Audrey Tice \$31,206, Judy Wilkinson \$16,623.

Faculty: Robert Effland \$47,535.

WORKFORCE EDUCATION

Administrative: John Howard \$79,527, George Woods \$87,727.

Professional/Non-Faculty: John Highhouse \$72,637, Diane Lutes \$46,067.

Classified: Kay Brown \$30,764, Shirley Buche \$30,764, Becky Coomer \$30,764, Mary Kay Enrietta \$30,764, Travis Matthews \$21,300, Lynda Price \$30,764, Ruth Ward \$16,150.

Faculty: John Arview \$40,272, Jeraldine Frey \$40,272, Scott Hanson \$40,272, Earl Jennings \$40,272, Thomas Kucharik \$40,272, Randall Questelle \$40,272, Terry Russell \$40,272, Fred Schwappach \$40,272, Dennis Sileven \$40,272, Howard Stearns \$40,272, Mitchell Wolfe \$40,272.

Non-Credit Faculty: George Kocher \$48,615.

DISTRICT OFFICE

Administrative: Nancy Allard \$79,323, Chris Cantwell \$53,535, Alex Cline \$62,000, Marty Novak \$50,134, Pam Schwartz \$49,676, Kathleen Vespa \$60,824.

Professional/Non-Faculty: Rita Adams \$45,112, Byron Brumfiel \$38,336, Tara Buerster \$24,975, Bonita Chaplin \$28,125, Jack Dunn \$40,001, John Frazier \$34,650, Marilyn Grove \$42,679, LeAnn Hartleroad \$29,280, Peggy Jausel \$38,125, Pam Madden \$48,450, David McKimmy \$31,800, Susan Polgar \$41,782, Rodney Ranes \$29,280, Carla Wesner \$42,246.

Classified: Shelly Allensworth \$20,245, Charles Bennett \$34,000, Cheryl Blank \$20,460, Jill Bloehs \$16,675, Kathy Corry \$17,082, Ada Fleeharty \$20,245, Cynde Frost \$31,179, Jeff Gumbel \$28,000, Terri Harris \$27,303, Stephanie Harrison, \$20,460, Chris Heindselman \$27,758, Beverly Hemrich \$16,471, Eva Hubble \$20,630, Amy Johnson \$15,358, Melanie Kent \$29,328, Sarah Kincaid \$26,097, Carole Kirk \$30,771, Barbara McGuire \$22,176, Maria Michels \$26,927, Judy Neikirk \$23,129, Teresa O'Brien \$17,837, Andrea Pampe \$16,129, Lona Peavler \$18,040, Chris Raley \$29,653, Carol Redman \$20,460, Jan Robards \$37,624, Wilma Seiler \$20,460, Jackie Shamhart \$16,019, Rebecca Shultz \$28,001, Kathy Slichenmyer \$24,507, Terry Stanford \$36,761, Kathy Swinson \$20,460, Paul Tait \$36,000, Barbara Thomas \$21,945, Cora Weger \$26,317, Lisa Weiler \$23,588, Janet Wellen \$22,494, Lucinda Wingert \$40,001.

400.4. Entry Level Wages

Exempt Positions

Administrative: Chief Executive Officer Determined by Board, President \$66,150, Comptroller & Director of Finance \$51,818, Dean of the College \$51,818, Dean of Workforce Education \$51,818, Associate Dean \$46,305, Dean of Instruction \$46,305, Assistant Dean of Student Services \$33,075, Director of Personnel \$33,075, Assistant Dean of the College \$27,563, Directors \$27,563.

Professional/Non-Faculty: Director of Information & Communications Technology \$44,100, Program Directors \$33,075, Coach & Athletic Director/Coach \$30,870, Assistant Program Director \$28,665, Building Superintendent \$28,665, Directors \$27,563, Communications Specialist \$26,460, Supervisor of Buildings & Grounds \$24,255, Treasurer \$24,255, Managers & Coordinators \$23,153, Youthful Offender Counselor Negotiated with DOC.

Non-Exempt Positions

Classified Staff: Database Technician \$22,050, Networking Technician \$22,050, System Technician \$22,050, Webmaster \$22,050, Bookkeeper \$19,845, Career Advisor \$19,845, Case Worker \$19,845, College Academic Advisor \$19,845, Computer Technician \$19,845, Executive Assistant to CEO \$19,845, International Student Liaison \$19,845, Jobs Advisor \$19,845, Payroll Clerk \$19,845, Program Assistant \$19,845, Student Advisor/Success Network \$19,845, Upward Bound Student Advisor \$19,845, Program Advisor/Ed Talent Search \$19,845, Accounts Payable Clerk \$17,640, Administrative Assistant to the President \$17,640, Audio-Visual Technician \$17,640, Business Office Clerk \$17,640, Computer Operator \$17,640, Job Developer/Intake Processor \$17,640, Literacy Development Center Technician \$17,640, Maintenance Worker \$17,640, Research Assistant \$17,640, Special Needs/Academic Advisor \$17,640, Textbook/Library Equipment Technician \$17,640, Administrative Assistant \$16,275, Groundskeeper \$16,275,

Lead Custodian \$16,275, Computer Lab Assistant \$15,028, Custodian \$15,028, Library Assistant \$15,028, Office Assistant \$15,028, Clerk \$13,781, Food Service Assistant \$13,781.

400.5. Resignations

A. Classified

1. Bruce Stovall, Computer Technician, Olney Central College, effective May 10, 2000.
2. Janet Wellen, Student Advisor, Success Network, District Office (FCC Campus), effective July 21, 2000.

400.6. Retirement

A. Classified

1. Jean Blackford, Administrative Assistant, Olney Central College, effective May 31, 2000.

#14-A. Board Action to Divide the Issue: Ms. Jameson made a motion to divide the issue, to provide that item #400.1-A(1), employment of Janet Lane, be separated from the rest of the Personnel Report and voted upon separately. Mrs. Culver seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken and the Chair declared that the “Ayes” have it and the motion is adopted.

#14-B. Board Action to Further Divide the Issue: Ms. Jameson made a motion to further divide the issue, to provide that items #400.3, Wage Increases for Non-Bargaining Employees, and #400.4, Entry Level Wages, each be separated from the rest of the Personnel Report and voted upon separately. Mrs. Kessler seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken and the Chair declared that the “Ayes” have it and the motion is adopted.

#14-C. Board Action on Personnel Report with Exceptions: Ms. Jameson made a motion to approve the Personnel Report, with the exception of items #400.1-A(1), #400.3, and #400.4. Mrs. Turkal seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea:

Mrs. Culver, Dr. Fischer, Ms. Jameson, Mrs. Kessler, Mr. Lane, Mrs. Turkal, Miss Wolfe. Student advisory vote: Yea. Trustees voting nay: None. Trustees absent: None. The motion having received 7 yea votes and 0 nay votes, the Chair declared the motion carried.

#14-D. Board Action on Personnel Report Item #400.3: Ms. Jameson made a motion to approve Personnel Report Item #400.3, FY00-01 Wage Increases for Non-Bargaining Employees (with exception of Janet Lane). Miss Wolfe seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted as recorded:

Mrs. Culver, nay; Dr. Fischer, yea; Ms. Jameson, yea; Mrs. Kessler, nay; Mr. Lane, yea; Mrs. Turkal, yea; Miss Wolfe, yea. Student advisory vote: Yea. Trustees absent: None. The motion having received 5 yea votes and 2 nay votes, the Chair declared the motion carried.

#14-E. Board Action on Personnel Report Item #400.4: Dr. Fischer made a motion to approve Personnel Report Item #400.4, Entry Level Wages. Mr. Engel seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted as recorded:

Mrs. Culver, nay; Dr. Fischer, yea; Ms. Jameson, yea; Mrs. Kessler, nay; Mr. Lane, yea; Mrs. Turkal, yea; Miss Wolfe, yea. Student advisory vote: Yea. Trustees absent: None. The motion having received 5 yea votes and 2 nay votes, the Chair declared the motion carried.

#14-F. Board Action on Personnel Report Item #400.1-A(1): Ms. Jameson made a motion to approve Personnel Report Item #400.1-A(1), initial full-time employment of Janet Lane as International Student Liaison at the District Office (LTC) and to establish her salary as recommended in item #400.3, FY00-01 Wage Increases for Non-Bargaining Employees. Dr. Fisher seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted as recorded:

Mrs. Culver, yea; Dr. Fischer, yea; Ms. Jameson, yea; Mrs. Kessler, nay; Mr. Lane, abstain; Mrs. Turkal, yea; Miss Wolfe, yea. Student advisory vote: Yea. Trustees absent: None. The motion having received 5 yea votes and 1 nay vote and 1 abstention, the Chair declared the motion carried.

AGENDA #15 – “Collective Bargaining” – None.

AGENDA #16 – “Litigation” – None.

AGENDA #17 – “Acquisition & Disposition of Property” - None.

AGENDA #18 – “Other Items” – The following additional action was taken:

#18-A. Board Action to Approve Minutes of Board Retreat: Mrs. Kessler made a motion to approve minutes of the Board Retreat, April 28 & 29, 2000 as prepared. Mr. Engel seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken and the Chair declared that the “Ayes” have it and the motion is adopted.

AGENDA #19 – “Adjournment” – Dr. Fischer made a motion to adjourn. The motion was seconded by Miss Wolfe. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The viva voce (by the voice) vote was taken. The Chair declared that the “Ayes” have it, the motion is adopted, and the meeting adjourned at 10:30 p.m.

Approved: Chairman: _____

Secretary: _____

Agenda Item #3

Recognition

- A. Visitors and Guests**
- B. IECCEA Representative**

Agenda Item #4

Public Comment

Agenda Item #5

Reports

- A. Reports from Trustees**
- B. Reports from Presidents**
- C. Report from George Woods**
- D. Report from the Cabinet**

Agenda Item #6

Policy First Readings (and Possible Approval)

None

Agenda Item #7

Policy Second Readings

None

Agenda Item #8

Staff Recommendations for Approval

- A. FY2000 Capital Renewal Project**
- B. FY2000 Capital Renewal Project Resolution**
- C. Prevailing Rate of Wages**
- D. Working Cash Fund**
- E. FY00-2001 Budget Resolution**
- F. Building and Maintenance Fund Resolution**
- G. Inter-Fund Loans Resolution**
- H. Athletic Insurance Coverage Renewal**
- I. Hewlett Packard Maintenance Renewal Contract**
- J. Retirees Health Insurance**
- K. Marathon Refinery Intergovernmental Assessment Agreement**
- L. Educational Test Center Administration Fee**
- M. RAMP FY2002**
- N. LTC Baseball Diamond Sprinkler System**

Agenda Item #8A

FY2000 Capital Renewal Project

MEMORANDUM

TO: Terry Bruce
FROM: Nancy Allard
DATE: June 9, 2000
SUBJECT: FY2000 Capital Renewal Application

Enclosed is Illinois Eastern Community Colleges FY2000 Capital Renewal Grant application with an estimated cost of \$100,500. The FY2000 capital renewal allocated amount is \$90,500 and the remaining cost of \$10,000 will be funded by Wabash Valley College local funds.

We are requesting this be presented to the Board of Trustees in June for their consideration.

NA/cr

Enclosures

CAPITAL PROJECT APPLICATION FORM
(One Application Form per Project)

District/College and District # Illinois Eastern Community Colleges Dist. #529

Contact Person Nancy Allard

Project Title FY2000 Capital Renewal Projects

Project Budget \$90,500 () check here if the proposed project is to be financed with a combination of local, state, federal, foundation gifts, etc and disclose on funding attachment 2 Date: June 20, 2000

Application Type (check the appropriate application type and follow instructions):

Locally Funded New Construction--complete/submit Sections I, II and III.

Locally Funded Remodeling--complete/submit Sections I and III.

Locally Funded New Construction and Remodeling--complete/submit Sections I, II and III.

Protection, Health and Safety--complete/submit Section I and Attachment PHS.

Capital Renewal Project--complete/submit Section I and the Architect Recommendation form.

ADA Project--complete/submit Section I, Attachment ADA and the Architect Recommendation form.

Section I (submit for ALL project approval requests)

- A. Board of trustees action--attach a copy of the local board's resolution and certified minutes
- B. A detailed description identifying the scope of work to be accomplished (*complete the narration section and attach*)
- C. A detailed description of the project's programmatic justification (*complete the narration section and attach*)
- D. Board of trustees approved budget (*use the appropriate format on Attachment #1*)
- E. Funding source (*use the appropriate format on Attachment #2*)

Section II

- A. Is the requested project included in the District Site and Construction Master Plan? (See ICCB Rule 1501.602c for a definition of such a plan) Yes ___ No

If no, please update your District's Site and Construction Master Plan and submit to the ICCB.
Anticipated date of completion

- B. Submit the new square footage allocation (*use Square Footage Summary Attachment*)

- C. Has the site been determined professionally to be suitable for construction purposes?
Yes ___ No

If yes, how was suitability determined (i.e., soil borings, inspection for hazardous materials, etc.)

Section III

- A. Submit the remodeled square footage allocation (*use Square Footage Summary Attachment*)

ATTACHMENT TO APPLICATION FOR
CAPITAL RENEWAL GRANT FUNDS

Illinois Eastern Community Colleges District No. 529
June 8, 2000

1. A narration which justifies the use of capital renewal funds for the project:

Lincoln Trail College: The shingle roofs on the North Campus Buildings are all in bad condition and in need of replacement or recovering. The shingles are old, curled, brittle, and broken. Maintenance work has been extensive each of the last several years in order to respond to the several leaks that continually develop.

Olney Central College: The main lecture/classroom building on the Olney Central College campus is Wattleworth Hall. It was built with minimum to no effort to provide acoustical treatment for lectures. It is most important that we continue to improve these classrooms through the acoustical improvement program started last year in the first floor classrooms of Wattleworth Hall. The second and third floor classrooms are next in line for this treatment.

Wabash Valley College: The Main Hall parking lot has disintegrated to the point of having numerous pot holes with some places where asphalt has crumbled, leaving large muddy areas. This project is a continuation of a planned effort on the part of the College to repair campus parking lots.

Frontier Community College: Paved walkways are needed between the two campus classroom buildings (Mason Building and Classroom West) and the Learning Resource Center. Currently students must walk along or in the roadway and parking lot or across the lawn.

2. A project scope:

Lincoln Trail College: Replace/recover shingles on the Sheetmetal Shop (approximately 6,700 sf), Maintenance and Storage Building (approximately 6,800 sf), and the Old Machine Shop (approximately 6,700 sf). Damaged decking will need to be replaced on the Sheetmetal Shop and the Maintenance and Storage Building. Install a new ridge vent on all buildings.

Olney Central College: Provide new ceiling acoustical treatment and carpeting in selected classrooms on the second and third floors.

Wabash Valley College: Make necessary repairs to existing parking lot and install new bituminous overlay to approximately 20,000 square feet of parking surface starting from the north end of the parking lot and proceeding south, full width from east to west. Lines and graphics will be repainted to match existing.

Frontier Community College: Install paved walkways between the two campus classroom buildings and from the Learning Resource Building to this paved walkway.

ATTACHMENT TO APPLICATION FOR
CAPITAL RENEWAL GRANT FUNDS

Illinois Eastern Community Colleges District No. 529
June 8, 2000

Page Two

3. Estimated Project Budget:

LTC: Replace/recover shingle roofs	20,900
OCC: Install ceiling system and carpet	23,700
WVC: Resurface parking lot	29,300
FCC: Install paved walkways	<u>3,500</u>
Subtotal	\$77,400
Contingency	7,700
Construction Administration Fee	1,300
A/E Compensation	8,600
On-Site Observation & Reimbursables	<u>5,500</u>
Total Estimated Project Cost	\$100,500
Local Supplement	<u>10,000</u>
Budget FY 99-00 Funds	\$90,500

Agenda Item #8B

FY2000 Capital Renewal Project Resolution

Agenda Item #8C

Prevailing Rate of Wages

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: June 6, 2000
RE: Prevailing Rate of Wages

Mr. Chairman, I recommend approval of the prevailing rate of wages as presented.

TLB/tes

MEMORANDUM

TO: Terry Bruce
FROM: Nancy Allard
DATE: May 31, 2000
RE: Prevailing Rate of Wages

Each year the Illinois Department of Labor forwards to us the attached prevailing wage rates for the campus counties of Crawford, Richland, Wabash, and Wayne.

The State of Illinois has enacted “An Act regulating wages of laborers, mechanics and other workers employed in any public works by the State, county, city, or any public body or any political subdivision or by any one under contract for public works,” approved June 26, 1941, codified as amended, 820 ILCS 130/1 et seq. Illinois Compiled Statutes, Chapter 820 ILCS, Section 130.

The Board is advised that official action is required on this recommendation. If approved action is not taken, this could be a class “B” misdemeanor.

I recommend that the prevailing rate of wages determined by the Illinois Department of Labor be approved for the counties of Crawford, Richland, Wabash, and Wayne.

NA/aj

Attachment

**AN ORDINANCE OF THE BOARD OF TRUSTEES
OF ILLINOIS EASTERN COMMUNITY COLLEGES
COUNTIES OF CRAWFORD, RICHLAND, WABASH AND WAYNE, ILLINOIS
ASCERTAINING THE PREVAILING RATE OF WAGES
FOR LABORERS, MECHANICS AND OTHER WORKERS EMPLOYED
IN ANY PUBLIC WORKS OF SAID DISTRICT**

WHEREAS, the State of Illinois has enacted "An Act regulating wages of laborers, mechanics and other workers employed in any public works by the State, county, city or any public body or any political subdivision or by any one under contract for public works," approved June 26, 1941, codified as amended, 820 ILCS 130/1 et seq. Illinois Compiled Statutes, Chapter 820 ILCS, Section 130 and

WHEREAS, the aforesaid Act requires that the Board of Trustees of Illinois Eastern Community Colleges District #529, counties of Crawford, Richland, Wabash and Wayne investigate and ascertain the prevailing rate of wages as defined in said Act for laborers, mechanics and other workers in the locality of said Board of Trustees, employed in performing construction of public works, for said Board of Trustees.

NOW THEREFORE, BE IT ORDAINED BY THE CHIEF EXECUTIVE OFFICER AND BOARD OF TRUSTEES OF ILLINOIS EASTERN COMMUNITY COLLEGES DISTRICT #529:

SECTION 1: To the extent and as required by "An Act regulating wages of laborers, mechanics and other workers employed in any public works by State, county, city or any public body or any political subdivision or by any one under contract for public works," approved June 26, 1941, as amended, the general prevailing rate of wages in this locality for laborers, mechanics and other workers engaged in construction of public works coming under the jurisdiction of the Board of Trustees is hereby ascertained to be the same as the prevailing rate of wages for construction work in Crawford, Richland, Wabash and Wayne Counties as determined by the Department of Labor of the State of Illinois as of **June of 2000**, a copy of that determination being attached hereto and incorporated herein by reference. As required by said Act, any and all revisions of the prevailing rate of wages by the Department of Labor of the State of Illinois shall supersede the Department's June determination and apply to any and all public works construction undertaken by the Board of Trustees. The definition of any terms appearing in this Ordinance which are also used in aforesaid Act shall be the same as in said Act.

SECTION 2: Nothing herein contained shall be construed to apply said general prevailing rate of wages as herein ascertained to any work or employment except public works construction of the BOARD OF TRUSTEES to the extent required by the aforesaid Act.

SECTION 3: The Board Secretary shall publicly post or keep available for inspection by any interested party in the main office of the Board of Trustees this determination or any revisions of such prevailing rate of wage. A copy of this determination or of the current revised determination of prevailing rate of wages then in effect shall be attached to all contract specifications.

SECTION 4: The Board Secretary shall mail a copy of this determination to any employer, and to any association of employers and to any person or association of employees who have filed their names and addresses, requesting copies of any determination stating the particular rates and the particular class of workers whose wages will be affected by such rates.

SECTION 5: The Board Secretary shall promptly file a certified copy of this Ordinance with both the Secretary of State Index Division and the Department of Labor of the State of Illinois.

SECTION 6: The Board Secretary shall cause to be published in a newspaper of general circulation within the area a copy of this Ordinance, and such publication shall constitute notice that the determination is effective and that this is the determination of this public body.

PASSED THIS 20th day of June, 2000.

APPROVED: _____
Chief Executive Officer of the Board of Trustees
Illinois Eastern Community Colleges

(SEAL)

ATTEST: _____
Board Secretary

STATE OF ILLINOIS)
COUNTIES OF CRAWFORD, RICHLAND, WABASH, AND WAYNE) s.s.
ILLINOIS EASTERN COMMUNITY COLLEGES)

CERTIFICATE

I, Harry Hillis, Jr., DO HEREBY CERTIFY THAT I am the Board Secretary in and for the Board of Trustees; that the foregoing is a true and correct copy of an Ordinance duly passed by the Chief Executive Officer and Board of Trustees of Illinois Eastern Community Colleges being entitled: "AN ORDINANCE OF THE BOARD OF TRUSTEES OF ILLINOIS EASTERN COMMUNITY COLLEGES, COUNTIES OF CRAWFORD, RICHLAND, WABASH AND WAYNE, ILLINOIS ASCERTAINING THE PREVAILING RATE OF WAGES FOR LABORERS, MECHANICS AND OTHER WORKERS EMPLOYED IN ANY PUBLIC WORKS OF SAID DISTRICT," at a regular meeting held on the 20th day of June, 2000, the ordinance being a part of the official records of said Board of Trustees.

DATED: This 20th day of June, 2000.

Board Secretary

(SEAL)

Agenda Item #8D

Working Cash Fund

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: June 13, 2000
RE: Working Cash Fund

Mr. Chairman, I recommend the attached resolution be adopted authorizing the Treasurer to permanently transfer approximately \$120,587 Working Cash Fund interest to the General Fund on or before June 30, 2000.

TLB/tes

MEMORANDUM

TO: Terry Bruce
FROM: Nancy Allard
DATE: June 13, 2000
SUBJECT: Working Cash Fund

State statute requires that the Board of Trustees approve by resolution the transfer of interest earned on the Working Cash Fund to the General Fund for the purpose of paying general obligations of the District. Attached is a resolution to comply with that requirement.

As everyone is aware, the District has attempted to maintain a \$2,000,000 contingency fund to meet their obligations and payroll. \$2,000,000 is approximately $\frac{1}{2}$ of what the District needs to meet these obligations without difficulty. Therefore, the Working Cash Fund interest is used to assist in meeting these obligations.

Each year the principal of the Working Cash Fund remains intact. If for some reason the principal was spent and the District was unable to repay it, the Working Cash Fund would be gone. The only way for reestablishment is through voter referendum.

It is recommended that the attached resolution be adopted authorizing the treasurer to permanently transfer approximately \$120,587 Working Cash Fund interest to the General Fund on or before June 30, 2000.

Thank you.

NA/cr

Attachment

**RESOLUTION OF THE BOARD OF TRUSTEES
WORKING CASH FUND TRANSFER**

WHEREAS, the Board of Trustees affected the permanent transfer of interest earned on the Working Cash Fund monies to the General fund on or before June 30, 2000.

WHEREAS, the Board of Trustees initiated this transfer which is pursuant to the Illinois Revised Statutes, Chapter 110, Section 805/3-33.6 for the purpose of disbursing such funds to be used in meeting the ordinary and necessary expenditures of the district.

WHEREAS, the Board used these funds for aforesaid purposes and no repayment of this money is required.

SO BE IT RESOLVED, that the Board of Trustees authorizes the Treasurer of the District permanently transfer approximately \$120,587 Working Cash Fund interest to the General Fund, said transfer to be made on or before June 30, 2000.

BY ORDER OF THE BOARD OF TRUSTEES,
ILLINOIS EASTERN COMMUNITY COLLEGES,
DISTRICT #529

Chairman, Board of Trustees

June 20, 2000
Date

Secretary, Board of Trustees

June 20, 2000
Date

Agenda Item #8E

FY00-2001 Budget Resolution

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: June 8, 2000
RE: FY00-2001 Budget Resolution

Mr. Chairman, I recommend approval of the attached budget resolution for FY00-2001.

TLB/tes

MEMORANDUM

TO: Terry Bruce
FROM: Nancy Allard
SUBJECT: FY00-2001 Budget Resolution
DATE: May 16, 2000

Attached is the budget resolution that requires approval by the Board of Trustees. It outlines the schedule for the publication notice of a tentative budget, the budget hearing, and the adoption of the budget.

Thank you.

NA/cr

Attachment

RESOLUTION ESTABLISHING BUDGET REQUIREMENTS

BE IT RESOLVED by the Board of Trustees of Illinois Eastern Community Colleges District No. 529 of the State of Illinois, that the following requirements are hereby established relative to the budget for said community college district for the 2000-2001 fiscal year:

1. Date of Fiscal Year: July 1, 2000 - June 30, 2001
2. Publication of Notice of Public Hearing on Budget: On or before July 14, 2000.
3. Tentative Budget to be available for Public Inspection at the District Business Office: On and after July 14, 2000.
- 4.
5. Mailing Tentative Budget to Board of Trustees: July 14, 2000.
6. Public Hearing on Budget: August 15, 2000 at the hour of 6:00 p.m. to 6:30 p.m., local time, Wabash Valley College, 2200 College Drive, Mt. Carmel, IL 62863.
7. Adoption of Budget: August 15, 2000 following the Public Hearing.

BY ORDER OF THE BOARD OF TRUSTEES
ILLINOIS EASTERN COMMUNITY COLLEGES
DISTRICT NO. 529

Chairman, Board of Trustees

Date

Secretary, Board of Trustees

Date

Agenda Item #8F

Building and Maintenance Fund Resolution

Agenda Item #8G

Interfund Loans Resolution

Agenda Item #8H

Athletic Insurance Coverage Renewal

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: June 8, 2000
RE: Athletic Insurance Coverage

Mr. Chairman, I recommend renewal of the IECC athletic insurance coverage from First Agency.

TLB/tes

MEMORANDUM

TO: Terry Bruce
FROM: Nancy Allard
SUBJECT: Athletic Insurance Coverage
DATE: June 7, 2000

We recommend renewal of IECC athletic insurance coverage from First Agency, at the suggested premium of \$42,882.00, an increase of \$6,333.00. The three major reasons for this increased premium is known year to date losses of \$63,051.37, the number of families with inadequate or no insurance continues to increase and inflation in medical charges for all athletic injuries increasing drastically at 12-15%.

The renewal for intramural activities remains at \$2700.00.

Please present this to the Board for consideration and approval at the June board meeting.

Thank you.

NA/cr

Attachment

Agenda Item #8I

Hewlett Packard Maintenance Renewal Contract

MEMORANDUM

TO: Board of Trustees

FROM: Terry L. Bruce

DATE: June 8, 2000

RE: Hewlett Packard Maintenance Renewal Agreement

Mr. Chairman, I recommend renewing the maintenance agreement for technical consulting and support for the HP9000 system.

TLB/tes

MEMORANDUM

TO: Terry Bruce
FROM: Nancy Allard
DATE: May 30, 2000
SUBJECT: Hewlett Packard Maintenance Renewal Agreement

The attached maintenance renewal agreement is for technical consulting and support for the HP9000 computer system. The HP9000 is the system that runs the Banner administrative software. This agreement includes coverage of hardware and operating system software support with an annual operational review and software patch analysis. The cost of this agreement is \$25,614.59 annually. We will need to present this to the Board of Trustees in June for their consideration of approval.

Thank you.

NA/ar
Attachment

Agenda Item #8J

Retirees Health Insurance

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: June 8, 2000
RE: Retirees Health Insurance

Mr. Chairman, I recommend termination of IECC Retiree's Blue Cross Blue Shield Coverage.

TLB/tes

MEMORANDUM

TO: Terry Bruce

FROM: Nancy Allard

SUBJECT: Termination of IECC Retiree's Blue Cross Blue Shield Coverage

DATE: June 8, 2000

On May 18, 1999 the Board approved the continuation of Blue Cross Blue Shield group health insurance plan for IECC retirees until such a time that the State plan issues were settled. The Board was also advised this would be for a very limited transition period. The State issues have been settled with regret the CIP State plan settlement has not provided the retirees with more acceptable dependent coverage and premiums.

In complying with this former action we are bringing this recommendation forward. Effective September 1, 2000 we recommend the retirees that are currently on IECC Blue Cross Blue Shield group health insurance coverage be terminated. This action will require them to enroll in the State CIP with the other community college retirees.

IECC currently has seven retirees on the Blue Cross Blue Shield plan; five of these retirees have dependent coverage. Since the dependent coverage with the CIP State plan is considerably higher than IECC rates, the Board could consider extending those five retirees coverage one more year. We are requesting this recommendation be presented to the Board in June for their consideration.

	Type of Plan	Not Medicare			Medicare
		Primary			Primary
		Under Age 23	Age 23-64	Age 65 &	All Ages
Retiree	(CIP)	\$52.20	\$130.50	\$180.05	\$52.58
	*IECC	241.18	241.18	241.18	241.18
	Difference (IECC Less)	188.98	110.68	61.13	188.60
Dependen	(CIP)	191.61	479.02	660.90	192.98
	*IECC	291.26	291.26	291.26	291.26
	Difference (IECC Less)	99.65	(187.76)	(369.64)	98.28
	CIP	243.81	609.52	840.95	245.56
	*IECC	532.44	532.44	532.44	532.44
	Difference (IECC Less)	288.63	(77.08)	(308.51)	286.88

CIP premium includes cost of health, dental and vision coverage

*IECC premium includes cost of health and dental coverage.

NA/cr

Agenda Item #8K

Marathon Refinery Intergovernmental Assessment Agreement

(Agreement will be presented at Board Meeting)

Agenda #8L

Educational Test Center Administration Fee

MEMORANDUM

TO: Board of Trustees

FROM: Terry L. Bruce

DATE: June 13, 2000

RE: CLEP Fee Increase

Mr. Chairman, I recommend an increase in the College Level Examination Program (CLEP) test center administration fee from \$10 to \$12, effective July 1, 2000.

TLB/tes

MEMORANDUM

TO: Terry Bruce
FROM: Chris Cantwell
DATE: June 12, 2000
SUBJECT: CLEP Fee Increase

Effective July 1, 2000, Educational Testing Services has recommended a test center administration fee increase from \$10 to \$12.

Therefore, I would like to request this recommendation be taken to the Board of Trustees in June for their consideration.

Please let me know if you have any questions. Thank you.

Agenda Item #8M

RAMP FY2001

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: June 13, 2000
RE: RAMP FY 2002

Mr. Chairman, I recommend approval of the Resource Allocation and Management Plan for FY2002 which includes 5 capital project requests from LTC, OCC, and WVC. The RAMP manual has been sent to you under cover for your perusal prior to tonight's meeting. Please bring your copy with you for reference.

TLB/tes

MEMORANDUM

To: Terry Bruce
From: Chris Cantwell
Date: June 13, 2000
Re: RAMP FY 2002

IECC's RAMP (Resource Allocation and Management Plan) for FY 2002 includes 5 capital project requests from LTC, OCC, and WVC. Frontier Community College has no capital requests at this time.

The 5 capital project requests for FY 2002 are:

Lincoln Trail College
Project Name: Center for Technology
District Priority No.: 1 of 5
Total Building Budget: \$7,934,000

Olney Central College
Project Name: Applied Technology Center
District Priority No.: 2 of 5
Total Building Budget: \$1,275,717

Wabash Valley College
Project Name: Main Hall Renovation
District Priority No.: 3 of 5
Total Building Budget: \$234,423

Lincoln Trail College
Project Name: Child Care Center
District Priority No.: 4 of 5
Total Building Budget: \$1,174,000

Lincoln Trail College
Project Name: Scene Shop/Addition to Theater
District Priority No.: 5 of 5
Total Building Budget: \$786,000

CC/eh

MEMORANDUM

TO: Board of Trustees
FROM: Terry L. Bruce
DATE: June 14, 2000
RE: LTC Baseball Diamond Sprinkler System

Mr. Chairman, the Lincoln Trail College Foundation has asked to install a sprinkler system at a cost of approximately \$5,000 at their expense.

I request Board approval for this installation.

TLB/tes

Agenda Item #9
Bid Committee Report

BID COMMITTEE REPORT

June 20, 2000

IECC

1. Janitorial Equipment & Supplies

TO: Board of Trustees
 FROM: Bid Committee
 SUBJECT: Bid Recommendation – Janitorial Equipment & Supplies
 DATE: June 20, 2000

The following bid recommendation is based upon the lowest responsible bid, considering conformity with specifications, terms of delivery, quality and serviceability.

Bid Committee recommends acceptance of the following low bids to meet specs:

JANITORIAL EQUIPMENT:

<u>Item #</u>	<u>Qty</u>	<u>Description</u>	<u>Bid Amount</u>
All-Type Vacuum St. Louis, MO			
3	2	26" Automatic Floor Machine	\$11,990.00
Hesco Niles, IL			
4	3	Blower	\$424.50
HP Products Indianapolis, IN			
1	4	Upright Vacuums	\$1,943.88
5	4	35 qt. Mop Bucket	<u>223.28</u>
			\$2,167.16
Land Mark Chemical Marion, IL			
2	3	20" Roto	\$2,574.00
Lorenz Wholesale Mattoon, IL			
7	1	Extractor for Carpets	\$4,454.55
JANITORIAL EQUIPMENT TOTAL:			\$21,610.21

JANITORIAL SUPPLIES:

<u>Item #</u>	<u>Qty</u>	<u>Description</u>	<u>Bid Amount</u>
Grainger Decatur, IL			
2	24	56" Dust Mop Handles	\$189.84
7	3	Stiff Bristle Deck Brush	<u>8.73</u>
			\$198.57
Hesco Niles, IL			
6	8	Non-Metal Dust Pans	\$8.80
8	12	24 oz. Plastic Spray Bottles	3.00
10	12	Spraymakers for 24 oz. Poly Bottle	5.28
16	33	Vacuum Cleaner Bags	158.40
17	56	Net Sponges	60.48
22	18	Stiff Putty Knives	11.88
34	2	6 Gallon Plastic Bucket	<u>20.34</u>
			\$268.18
HP Products Indianapolis, IN			
15	2	19" Carpet Cleaning Pads	\$101.32
23	33	Reusable Rubber Gloves, Large	23.43
24	9	Reusable Rubber Gloves, X-Large	6.39
29	12	16 oz. Plastic Funnel	14.04
30	12	32 oz. Plastic Funnel	33.00
33	24	In-Tank Style Toilet Bowl Cleaner	25.72
35	9	42" Upright Broom	42.75
36	8	Vacuum Cleaner Bags	67.20
37	48	Brown Jersey Knit Gloves	<u>22.08</u>
			\$335.93
Industrial Soap St. Louis, MO			
3	8	60" Damp Mop Handle	\$54.56
12	8	20" Hogshair Burnishing Pads	98.00
20	5	Green Utility Scrub Pads	7.85
21	2	Brown Utility Scrub Pads	3.14
28	18	14 qt. Deluxe Heavy Duty Bucket	70.74
31	10	Par Urinal Deodorizer Blocks	57.60
32	120	Par Bowl Blocks	<u>33.60</u>

\$325.49

JANITORIAL SUPPLIES, cont'd:

<u>Item #</u>	<u>Qty</u>	<u>Description</u>	<u>Bid Amount</u>
Lorenz Wholesale Mattoon, IL			
4	3	24" Street Broom	\$24.42
27	14	Stretch & Dust Treated Polishing Cloth	<u>56.42</u>
			\$80.84
Moore Research St. Louis, MO			
9	12	8 oz. Measuring Cups	\$5.28
11	4	19" Red Buffing Pads	44.80
13	6	19" Green Scrubbing Pads	67.20
14	7	19" Black Stripping Pads	78.40
26	24	Wool Felt Chalkboard Erasers	<u>46.32</u>
			\$242.00
Royal Papers St. Louis, MO			
25	4	Rubber Overshoes	\$12.28
Royal Wholesale Mt. Vernon, IL			
5	20	Counter Brushes	\$45.00
JANITORIAL SUPPLIES TOTAL:			\$1,508.29

CONSUMABLES:

<u>Item #</u>	<u>Qty</u>	<u>Description</u>	<u>Bid Amount</u>
HP Products Indianapolis, IN			
7	6	56 Gallon Trash Bags	\$87.54
11	35	Sani-Fresh Hand Soap	1,107.75
14	***160	Double "A" Alkaline Batteries	***59.08
15	68	Triple "A" Alkaline Batteries	27.72
16	*90	9 Volt Alkaline Batteries	*123.48
24	**2	Folded Maxi Pads	**90.48
27	15	Self Fold Towels	<u>207.60</u>
			\$1,703.65

*Bid Committee recommends increasing the quantity from 90 to 108 (bid 12/bx, 9 boxes).

**Bid Committee recommends increasing the quantity from 2 to 4 (bid 250/case).

***Bid Committee recommends increasing the quantity from 160 to 168 (bid 24/bx, 7 boxes).

CONSUMABLES:

<u>Item #</u>	<u>Qty</u>	<u>Description</u>	<u>Bid Amount</u>
Industrial Soap St. Louis, MO			
1	*135	Jumbo Junior Toilet Paper	*\$3,801.60
2	**105	Roll Paper Towels	**3,485.70
3	10	24x22x50 Trash Bags	102.00
5	100	38x60 Trash Bags	1,965.00
6	22	24x33 Trash Bags	228.14
12	10	9"x13" Wypall Towels	280.60
17	48	"C" Alkaline Batteries	29.28
18	2	120 Grit Sanding Screens	64.66
21	4	Concentrated Laundry Detergent	56.04
22	24	Lemon Scented Chlorine Bleach	26.40
25	2	Individually Packaged Tampons	85.00
26	3	Wall Mounted Dual Vendor Dispenser	<u>299.04</u>
			\$10,423.46

*Bid Committee recommends increasing the quantity from 135 to 176 cases to supply OCC with 36 more cases and WVC with 5 more cases.

**Bid Committee recommends increasing the quantity from 105 to 135 cases to supply OCC with 25 more cases and WVC with 5 more cases.

**Lorenz Wholesale
Mattoon, IL**

4	22	33x40 Trash Bags	\$278.52
8	6	43x48 Trash Bags	99.54
9	10	30x37 Trash Bags	125.50
20	30	Toilet Tissue 2-Roll Dispenser	320.10
23	8	Terri Towels	<u>278.32</u>
			\$1,101.98

**Royal Papers
St. Louis, MO**

13	284	"D" Alkaline Batteries	\$167.56
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**Royal Wholesale
Mt. Vernon, IL**

10	2	Double Waxed Paper Bags	\$13.91
19	34	Wall Mounted Hand Soap Dispenser	<u>121.38</u>
			\$135.29

CONSUMABLES TOTAL: \$13,531.94

Bid Committee recommends to reject the following bids:

Equipment: #6

Supplies: #1, 18 and 19

Totals:	Equipment	\$21,610.21
	Supplies	\$1,508.29
	Consumables	\$13,531.94

Grand Total:		\$36,650.44
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A tabulation sheet is attached.

Respectfully submitted,

Nancy Allard
Jim Bogard
Galen Dunn
Harry Hillis, Jr.
Richard Kent
Bob Story

Source of Funds: Operations & Maintenance Fund

Department: Maintenance

The "Advertisement for Bid" was placed in the Olney Daily Mail for (1) day.

Janitorial Equipment

Item #	Description	Qty	ALL-TYPE VACUUM St. Louis, MO	GRAINGER Decatur, IL	HESCO Niles, IL	HP PRODUCTS Indianapolis, IN	INDUSTRIAL SOAP St. Louis, MO	LORENZ WHOLESALE Mattoon, IL	MOORE RESEARCH St. Louis, MO	LAND MARK CHEMICAL Marion, IL	O.K. VACUUM St. Louis, MO	ROYAL WHOLESALE Mt. Vernon, IL	ROYAL PAPERS St. Louis, MO	UNIVERSAL Glen Ellyn, IL
1	UPRIGHT VACUUMS	4	1700.00	.00	1222.48	1943.88	1193.24	1560.00	1656.44	1452.00	1380.00	1651.64	1618.92	.00
									1199.96					
2	20" ROTO	3	3429.00	.00	.00	2024.52	2247.51	2581.89	3599.64	2574.00	2484.00	3057.69	.00	2943.00
3	26" AUTOMATIC FLOOR MACHINE	2	11990.00	.00	.00	12197.16	10694.92	8689.00	9195.94	8852.00	13200.00	14291.72	9186.66	.00
4	BLOWER	3	687.00	.00	424.50	727.92	468.48	524.19	569.94	561.00	465.00	528.42	509.66	456.00
5	35 QT MOP BUCKET	4	332.00	.00	243.16	223.28	231.36	248.36	231.20	276.00	227.80	252.72	239.80	.00
6	WET/DRY VACUUM	4	999.00	.00	596.00	.00	679.08	823.07	848.11	896.00	921.00	885.40	.00	777.00
7	EXTRACTOR FOR CARPETS	1	4765.00	.00	.00	3419.35	.00	4454.55	4652.33	5690.00	3795.00	4641.53	4310.86	.00
										4112.00				
	TOTAL		23902.00	.00	2486.14	20536.11	15514.59	18881.06	21953.56	24413.00	22472.80	25309.12	15865.90	4176.00

Janitorial Supplies														
Item #	Description	Qty	ALL-TYPE VACUUM St. Louis, MO	GRAINGER Decatur, IL	HESCO Niles, IL	HP PRODUCTS Indianapolis, IN	INDUSTRIAL SOAP St. Louis, MO	LORENZ WHOLESALE Mattoon, IL	MOORE RESEARCH St. Louis, MO	LAND MARK CHEMICAL Marion, IL	O.K. VACUUM St. Louis, MO	ROYAL WHOLESALE Mt. Vernon, IL	ROYAL PAPERS St. Louis, MO	UNIVERSAL Glen Ellyn, IL
1	5 X 24" DUST MOP HEADS	48	384.00	162.24	261.12	162.72	188.16	285.60	234.24	.00	427.20	272.16	403.68	.00
2	56" DAMP MOP HANDLES	24	246.00	189.84	306.00	333.12	273.84	222.24	203.28	.00	.00	240.00	196.80	.00
3	60" DAMP MOP HANDLE	8	83.20	61.76	63.04	66.24	54.56	71.68	72.88	.00	94.40	70.48	60.32	.00
4	24" STREET BROOM	3	42.00	.00	.00	33.84	26.04	24.42	.00	.00	.00	37.56	32.67	.00
5	COUNTER BRUSHES	20	59.00	.00	50.40	56.20	53.40	60.60	.00	.00	93.00	45.00	55.60	.00
6	NON-METAL DUST PANS	8	18.00	15.20	8.80	12.96	11.76	16.16	13.28	.00	12.80	15.60	14.88	.00
7	STIFF BRISTLE DECK BRUSH	3	.00	8.73	33.00	17.34	14.85	13.05	.00	.00	25.80	19.68	16.02	.00
8	24 OZ PLASTIC SPRAY BOTTLES	12	6.96	11.88	3.00	3.12	4.68	4.56	4.92	.00	3.00	4.56	4.80	.00
9	8 OZ MEASURING CUPS	12	10.20	6.60	22.44	13.20	.00	26.04	5.28	.00	5.40	6.00	8.52	.00
10	SPRAYMAKERS FOR 24 OZ POLY BOTTLE	12	9.00	11.52	5.28	5.76	3.36	6.84	5.88	.00	6.00	8.52	10.80	.00
11	19" RED BUFFING PADS	4	85.00	15.37	59.20	53.20	45.60	55.16	44.80	.00	65.00	47.76	56.16	.00
12	20" HOGSHAIR BURNISHING PADS	8	186.00	135.60	130.32	116.64	98.00	122.00	121.20	.00	140.00	104.64	131.20	.00

Janitorial Supplies, Cont'd														
Item #	Description	Qty	ALL-TYPE VACUUM St. Louis, MO	GRAINGER Decatur, IL	HESCO Niles, IL	HP PRODUCTS Indianapolis, IN	INDUSTRIAL SOAP St. Louis, MO	LORENZ WHOLESALE Mattoon, IL	MOORE RESEARCH St. Louis, MO	LAND MARK CHEMICAL Marion, IL	O.K. VACUUM St. Louis, MO	ROYAL WHOLESALE Mt. Vernon, IL	ROYAL PAPERS St. Louis, MO	UNIVERSAL Glen Ellyn, IL
13	19" GREEN SCRUBBING PADS	6	127.50	92.70	88.80	79.80	68.40	82.74	67.20	.00	97.50	71.64	92.28	.00
14	19" BLACK STRIPPING PADS	7	148.75	109.41	103.60	93.10	79.80	96.53	78.40	.00	113.75	83.58	114.80	.00
15	19" CARPET CLEANING PADS	2	166.50	20.04	29.60	101.32	125.70	109.74	102.20	.00	105.50	47.40 EA.	27.60	.00
16	VACUUM CLEANER BAGS	33	288.75	.00	158.40	277.20	279.51	.00	458.70	.00	280.50	291.06	281.82	.00
17	NET SPONGES	56	.00	.00	60.48	.00	.00	94.64	.00	.00	.00	106.40	64.96	.00
18	WALL WASHING KIT	2	.00	40.84	132.20	.00	.00	.00	.00	.00	.00	.00	.00	.00
19	WALL WASHING KIT PADS	48	.00	219.36	289.44	.00	.00	.00	.00	.00	.00	.00	.00	.00
20	GREEN UTILITY SCRUB PADS	5	21.90	31.00	129.60	14.40	7.85	12.50	11.65	.00	18.00	74.40	15.00	.00
21	BROWN UTILITY SCRUB PADS	2	.00	10.16	17.45	22.32	3.14	7.00	.00	.00	21.60	29.56	.00	.00
22	STIFF PUTTY KNIVES	18	622.09	42.84	11.88	48.78	39.96	23.40	481.32	.00	453.60	25.56	44.64	.00
23	REUSABLE RUBBER GLOVES, LARGE	33	.00	48.48	42.90	23.43	35.97	88.77	.00	.00	44.55	59.40	211.53	.00

Janitorial Supplies, Cont'd														
Item #	Description	Qty	ALL-TYPE VACUUM St. Louis, MO	GRAINGER Decatur, IL	HESCO Niles, IL	HP PRODUCTS Indianapolis, IN	INDUSTRIAL SOAP St. Louis, MO	LORENZ WHOLESALE Mattoon, IL	MOORE RESEARCH St. Louis, MO	LAND MARK CHEMICAL Marion, IL	O.K. VACUUM St. Louis, MO	ROYAL WHOLESALE Mt. Vernon, IL	ROYAL PAPERS St. Louis, MO	UNIVERSAL Glen Ellyn, IL
24	REUSABLE RUBBER GLOVES, X-LARGE	9	.00	9.54	11.70	6.39	9.81	.00	.00	.00	12.15	16.20	57.69	.00
25	RUBBER OVERSHOES	4	.00	25.96	.00	26.84	.00	70.36	94.00	.00	.00	.00	12.28	.00
26	WOOL FELT CHALKBOARD ERASERS	24	.00	.00	.00	.00	.00	.00	46.32	.00	.00	.00	.00	.00
27	STRETCH & DUST TREATED POLISHING CLOTH	14	.00	.00	73.08	.00	77.28	56.42	112.70	.00	.00	80.50	94.86	.00
28	14 QT DELUXE HEAVY DUTY BUCKET	18	148.50	98.28	99.54	97.02	70.74	128.34	108.00	.00	108.00	118.80	107.28	.00
29	16 OZ PLASTIC FUNNEL	12	21.00	20.28	19.92	14.04	.00	18.24	18.48	.00	.00	17.04	.00	.00
30	32 OZ PLASTIC FUNNEL	12	51.00	36.24	.00	33.00	.00	41.40	43.56	.00	.00	41.40	.00	.00
31	PAR URINAL DEODORIZER BLOCKS	10	113.00	110.00	69.60	68.20	57.60	83.20	68.00	.00	72.00	91.60	93.80	.00
32	PAR BOWL BLOCKS	120	90.00	862.80	51.60	51.60	33.60	585.60	49.20	.00	48.00	54.00	667.20	.00
33	IN-TANK STYLE TOILET BOWL CLEANER	24	39.84	.00	.00	25.72	.00	29.28	408.00	.00	26.40	36.48	696.96	.00

Janitorial Supplies, Cont'd

Item #	Description	Qty	ALL-TYPE VACUUM St. Louis, MO	GRAINGER Decatur, IL	HESCO Niles, IL	HP PRODUCTS Indianapolis, IN	INDUSTRIAL SOAP St. Louis, MO	LORENZ WHOLESALE Mattoon, IL	MOORE RESEARCH St. Louis, MO	LAND MARK CHEMICAL Marion, IL	O.K. VACUUM St. Louis, MO	ROYAL WHOLESALE Mt. Vernon, IL	ROYAL PAPERS St. Louis, MO	UNIVERSAL Glen Ellyn, IL
34	6 GALLON PLASTIC BUCKET	2	34.70	.00	20.34	.00	44.54	.00	58.30	.00	.00	33.32	23.80	.00
35	42" UPRIGHT BROOM	9	.00	.00	49.77	42.75	71.01	.00	.00	.00	45.90	.00	166.86	.00
36	VACUUM CLEANER BAGS	8	72.00	.00	51.92	67.20	39.04	87.60	92.00	.00	73.60	89.92	65.04	.00
37	BROWN JERSEY KNIT GLOVES	48	48.00	68.64	56.64	22.08	30.72	33.12	33.60	.00	38.40	36.60	39.96	.00
	TOTAL		3122.89	2465.31	2511.06	1989.53	1848.92	2557.23	3037.39	.00	2432.50	2276.82	3869.81	.00

Consumables														
Item #	Description	Qty	ALL-TYPE VACUUM St. Louis, MO	GRAINGER Decatur, IL	HESCO Niles, IL	HP PRODUCTS Indianapolis, IN	INDUSTRIAL SOAP St. Louis, MO	LORENZ WHOLESALE Mattoon, IL	MOORE RESEARCH St. Louis, MO	LAND MARK CHEMICAL Marion, IL	O.K. VACUUM St. Louis, MO	ROYAL WHOLESALE Mt. Vernon, IL	ROYAL PAPERS St. Louis, MO	UNIVERSAL Glen Ellyn, IL
1	JUMBO JUNIOR TOILET PAPER	135*	.00	.00	.00	3380.40	2916.00	3384.45	.00	.00	.00	3269.70	4185.00	.00
2	ROLL PAPER TOWELS	105**	.00	.00	.00	2826.60	2711.10	1806.00	.00	.00	.00	3456.60	2891.44	.00
3	24 X 22 X 50 TRASH BAGS	10	.00	.00	.00	197.20	102.00	162.60	.00	.00	.00	223.70	184.40	.00
4	33 X 40 TRASH BAGS	22	.00	310.42	.00	279.84	439.56 306.24	278.52	.00	.00	349.80	331.98	291.94	.00
5	38 X 60 TRASH BAGS	100	.00	2371.00	.00	1810.00	1965.00	1883.00	.00	.00	.00	1771.00	1725.00	.00
6	24 X 33 TRASH BAGS	22	.00	298.98	.00	296.34	228.14	287.76	.00	.00	348.70	379.50	284.90	.00
7	56 GAL. TRASH BAGS	6	.00	145.80	.00	87.54	141.48	119.82	.00	.00	.00	134.22	87.90	.00
8	43 X 48 TRASH BAGS	6	.00	135.60	.00	101.40	116.64	99.54	.00	.00	.00	108.30	91.80	.00
9	30 X 37 TRASH BAGS	10	.00	148.40	.00	133.60	143.40	125.50	.00	.00	168.50	186.10	139.50	.00
10	DOUBLE WAXED PAPER BAGS	2	Included in 26 total	27.26	23.50	22.64	28.94	28.24	29.20	.00	.00	13.91	25.88	.00
11	SANI-FRESH HAND SOAP	35	1015.00	.00	1402.80	1107.75	785.75	1190.00	843.50	.00	.00	1050.00	823.55	.00
12	9" X 13" WYPALL TOWELS	10	.00	531.00	.00	520.90	280.60	.00	617.00	.00	.00	581.00	374.20	.00

Consumables, Cont'd

Item #	Description	Qty	ALL-TYPE VACUUM St. Louis, MO	GRAINGER Decatur, IL	HESCO Niles, IL	HP PRODUCTS Indianapolis, IN	INDUSTRIAL SOAP St. Louis, MO	LORENZ WHOLESALE Mattoon, IL	MOORE RESEARCH St. Louis, MO	LAND MARK CHEMICAL Marion, IL	O.K. VACUUM St. Louis, MO	ROYAL WHOLESALE Mt. Vernon, IL	ROYAL PAPERS St. Louis, MO	UNIVERSAL Glen Ellyn, IL
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13	"D" ALKALINE BATTERIES	284	.00	195.84	.00	179.17	218.68	394.76	.00	.00	.00	249.92	167.56	.00
14	DOUBLE "A" ALKALINE BATTERIES	160***	.00	62.40	.00	50.64	68.80	150.40	.00	.00	.00	83.20	.00	.00
15	TRIPLE "A" ALKALINE BATTERIES	68	.00	33.84	.00	27.72	30.60	63.92	.00	.00	.00	74.80	53.72	.00
16	9 VOLT ALKALINE BATTERIES	90*	.00	124.20	.00	96.04	135.00	248.40	.00	.00	.00	162.00	.00	.00
17	"C" ALKALINE BATTERIES	48	.00	35.52	.00	29.56	29.28	66.24	.00	.00	.00	47.04	59.52	.00
18	120 GRIT SANDING SCREENS	2	.00	87.00	.00	6.68	64.66	.00	78.80	.00	9.10	79.50	8.98	.00
19	WALL MOUNTED HAND SOAP DISPENSER	34	34.00	181.22	221.00	358.70	159.12	226.78	159.80	.00	.00	121.38	.00	.00
20	TOLIET TISSUE 2-ROLL DISPENSER	30	.00	468.00	.00	399.00	574.50	320.10	699.90	.00	.00	586.80	525.00	.00
21	CONCENTRATED LAUNDRY DETERGENT	4	.00	160.84	117.00	98.72	56.04	71.60	.00	.00	.00	67.10	91.60	.00
22	LEMON SCENTED CHLORINE BLEACH	24	.00	339.60	207.36	124.08	26.40	268.80	357.12	.00	.00	.00	142.80	.00
23	TERRI TOWELS	8	.00	.00	.00	346.88	306.00	278.32	.00	.00	.00	395.76	795.20	.00
24	FOLDED MAXI PADS	2**	Included in 26 total	51.08	66.20	45.24	45.38	56.26	79.90	.00	72.60	66.04	51.72	.00

Consumables. Cont'd

Item #	Description	Qty	ALL-TYPE VACUUM St. Louis, MO	GRAINGER Decatur, IL	HESCO Niles, IL	HP PRODUCTS Indianapolis, IN	INDUSTRIAL SOAP St. Louis, MO	LORENZ WHOLESALE Mattoon, IL	MOORE RESEARCH St. Louis, MO	LAND MARK CHEMICAL Marion, IL	O.K. VACUUM St. Louis, MO	ROYAL WHOLESALE Mt. Vernon, IL	ROYAL PAPERS St. Louis, MO	UNIVERSAL Glen Ellyn, IL
25	INDIVIDUALLY PACKAGED TAMPONS	2	Included in 26 total	90.08	99.82	86.06	85.00	101.16	109.20	.00	122.50	115.24	91.86	.00
26	WALL MOUNTED DUAL VENDOR DISPENSER	3	1005.00	787.32	377.25	421.62	299.04	451.86	456.60	.00	459.00	446.07	497.64	.00
27	SELF FOLD TOWELS	15	.00	.00	.00	207.60	216.90	.00	.00	.00	.00	227.70	214.05	.00
	TOTAL		2054.00	6397.70	2514.93	13241.92	12480.25	12064.03	3431.02	.00	1530.20	14228.56	13805.16	.00

SECTION A

JANITORIAL EQUIPMENT

	<u>DISTRICTWIDE QUANTITY</u>	<u>PER UNIT BID</u>	<u>ITEM TOTAL BID</u>
1 UPRIGHT VACUUMS W/ HAND ATTACHMENTS 115-120v, 60 cycle, 14", 2 motor: vac motor, 1,000 watt, brush motor, 150 watt, weight to be no more than 20 lbs., cable length no less than 40 ft., bag full light; non slip timing belt w/ safety clutch on the brush drive w/ extension wand & tool kit (FCC 1), (LTC 3)	<u>4</u>	X \$ _____	= \$ _____
2 20" ROTO W/ 19" SOLUTION FEED BLOCK PAD DRIVE, Shower feed Brush Bonnet, w/ 3 gallon solution tank mounted on handle w/ handle switch actuated valve solution feed system, 175 RPM, 115-120v, 60 cycle, 1 1/2 h.p. motor w/ circuit breaker protection, 50 ft. cable w/ hospital grade plug, 100 lb. maximum weight, dual automatic safety lock (FCC 2), (LTC 1)	<u>3</u>	_____	_____
3 26" AUTOMATIC FLOOR MACHINE W/ ATTACHMENTS & BATTERIES, minimum 1/2 h.p. traverse drive motor, 2 3/4 h.p. brush drive motors, 24v, dc circuit breaker motor protection, minimum 3/4 h.p. vacuum motor, w/ minimum 63" water lift & electronic shut off, w/ brush blocks & pad drivers, w/ a four sided, curved, pivot type squeegee, battery charger, heavy duty batteries & all attachments (FCC 1), (LTC 1)	<u>2</u>	_____	_____
4 BLOWER, floor type, 3-speed, 900/1000/1100 RPM, 115-120v, 60 cycle (FCC 1), (LTC 1), (WVC 1)	<u>3</u>	_____	_____
5 35 QUART NON-METAL MOP BUCKET, w/ 3" caster wheels & down pressure wringer to accommodate a 16 or 24 oz. mop head, brown in color (FCC 2), (LTC 2)	<u>4</u>	_____	_____
6 WET/DRY VACUUM, minimum 16 gallon, w/ pump out feature & front squeegee attachment, 2 stage bypass motor of at least 1 1/2 h.p., minimum static water lift of 100", 60 ft. 3 conductor cable length w/ hospital grade plug, 120v, 60 cycle w/ all attachments & 2-10" rear transport wheels & one 4" caster wheel (FCC 1)	<u>1</u>	_____	_____

SECTION A

JANITORIAL EQUIPMENT

	<u>DISTRICTWIDE QUANTITY</u>	<u>PER UNIT BID</u>	<u>ITEM TOTAL BID</u>
7 EXTRACTOR FOR CARPETS, self contained carpet extractor w/ 22" cleaning path, 28 gallon solution tank & 18 gallon recovery tank, minimum 75 ft. detachable power cord, 100 PSI solution pump, minimum 1,200 RPM, minimum 135" water lift, all hoses & attachments provided, including upholstery tool kit, 120v, 60 cycle (FCC 1)	<u>1</u>	<u> </u>	<u> </u>

SECTION A GRAND TOTAL \$

SECTION B

JANITORIAL SUPPLIES

	<u>DISTRICTWIDE QUANTITY</u>	<u>PER UNIT BID</u>	<u>ITEM TOTAL BID</u>
1 5 X 24" DUST MOP HEADS (FCC 24), (WVC 24)	<u>48</u>	<u> </u>	<u> </u>
2 56" DAMP MOP HANDLES, fiberglass, w/ clamp on non-removable spring yoke (OCC 24)	<u>24</u>	<u> </u>	<u> </u>
3 60" DAMP MOP HANDLE, fiberglass, w/ plastic non-removable hinged side gate w/ locking thumb wheel clamp (FCC 4), (LTC 4)	<u>8</u>	<u> </u>	<u> </u>
4 24" STREET BROOM w/ handle, medium to stiff synthetic bristles w/ metal braces (LTC 3)	<u>3</u>	<u> </u>	<u> </u>
5 COUNTER BRUSHES, long wearing split tipped synthetic bristles, 8" brush face (FCC 6), (LTC 6), (OCC 8)	<u>20</u>	<u> </u>	<u> </u>
6 NON METAL DUST PANS, rugged, industrial construction, 4 x 1 ¼ x 12" (LTC 8)	<u>8</u>	<u> </u>	<u> </u>
7 STIFF BRISTLE DECK BRUSH w/ handle, 12" plastic block w/ synthetic chemical resistant bristles (LTC 2), (WVC 1)	<u>3</u>	<u> </u>	<u> </u>
8 24 OZ PLASTIC SPRAY BOTTLES w/ 1 oz increments (FCC 12)	<u>12</u>	<u> </u>	<u> </u>

SECTION B, continued**JANITORIAL SUPPLIES**

	<u>DISTRICTWIDE QUANTITY</u>	<u>PER UNIT BID</u>	<u>ITEM TOTAL BID</u>
9 8 OZ MEASURING CUPS (FCC 6), (WVC 6)	<u>12</u>	<u> </u>	<u> </u>
10 SPRAYMAKERS FOR 24 OZ. POLY BOTTLE (FCC 12)	<u>12</u>	<u> </u>	<u> </u>
11 19" RED BUFFING PADS, 5/bx (LTC 1), (WVC 3)	<u>4</u>	<u> </u>	<u> </u>
12 20" HOGSHAIR BURNISHING PADS, 5/bx (FCC 2), (LTC 2), (WVC 4)	<u>8</u>	<u> </u>	<u> </u>
13 19" GREEN SCRUBBING PADS, 5/bx (LTC 2), (WVC 4)	<u>6</u>	<u> </u>	<u> </u>
14 19" BLACK STRIPPING PADS, 5/bx (LTC 4), (WVC 3)	<u>7</u>	<u> </u>	<u> </u>
15 19" CARPET CLEANING PADS, 5/bx (FCC 1), (WVC 1)	<u>2</u>	<u> </u>	<u> </u>
16 VACUUM CLEANER BAGS, to fit Windsor Versamatic, 10/pk (FCC 3), (LTC 12), (OCC 12), (WVC 6)	<u>33</u>	<u> </u>	<u> </u>
17 NET SPONGES, 3 ½" x 5" x ½", sponge to be fully encased in netting (FCC 24), (LTC 20), (WVC 12)	<u>56</u>	<u> </u>	<u> </u>
18 WALL WASHING KIT, w/ pump sprayer incorporated into washer & handle (FCC 1), (LTC 1)	<u>2</u>	<u> </u>	<u> </u>
19 WALL WASHING KIT PADS, to fit Item #18 (FCC 24), (LTC 24)	<u>48</u>	<u> </u>	<u> </u>
20 GREEN UTILITY SCRUB PADS, 6" x 9", 12/cs (FCC 1), (LTC 2), (OCC 1), (WVC 1)	<u>5</u>	<u> </u>	<u> </u>
21 BROWN UTILITY SCRUB PADS, 6" x 9", 12/cs (LTC 2)	<u>2</u>	<u> </u>	<u> </u>
22 STIFF PUTTY KNIVES, 12/cs (LTC 12), (WVC 6)	<u>18</u>	<u> </u>	<u> </u>
23 REUSABLE RUBBER GLOVES, nitrile flock lined, chemical & abrasion resistant, 18mm thickness, large (FCC 3), (LTC 24), (WVC 6)	<u>33</u>	<u> </u>	<u> </u>

SECTION B, continued

JANITORIAL SUPPLIES

	<u>DISTRICTWIDE QUANTITY</u>	<u>PER UNIT BID</u>	<u>ITEM TOTAL BID</u>
24 REUSABLE RUBBER GLOVES, nitrile flock lined, chemical & abrasion resistant, 18mm thickness, x-large (FCC 3), (WVC 6)	<u>9</u>	<u> </u>	<u> </u>
25 RUBBER OVERSHOES, large (FCC 2), (LTC 2)	<u>4</u>	<u> </u>	<u> </u>
26 WOOL FELT CHALKBOARD ERASERS, 5 x 2 x 1" (OCC 24)	<u>24</u>	<u> </u>	<u> </u>
27 STRETCH & DUST TREATED POLISHING CLOTH, 24/bundle (LTC 2), (OCC 4), (WVC 8)	<u>14</u>	<u> </u>	<u> </u>
28 14 QT DELUXE HEAVY DUTY BUCKET w/ handle, molded pour spouts & embossed graduations (LTC 12), (WVC 6)	<u>18</u>	<u> </u>	<u> </u>
29 16 OZ PLASTIC FUNNEL (LTC 6), (WVC 6)	<u>12</u>	<u> </u>	<u> </u>
30 32 OZ PLASTIC FUNNEL (LTC 6), (WVC 6)	<u>12</u>	<u> </u>	<u> </u>
31 PAR URINAL DEODORIZER BLOCKS, 4 oz, 12/bx (OCC 10) (LTC-10)	<u>20</u>	<u> </u>	<u> </u>
32 PAR BOWL BLOCKS, cherry fragrance, w/ rust free plastic hanger (OCC 120)	<u>120</u>	<u> </u>	<u> </u>
33 IN-TANK STYLE TOILET BOWL CLEANER, liquid cleaner deodorizer, dispensed by flush (WVC 24)	<u>24</u>	<u> </u>	<u> </u>
34 6 GALLON PLASTIC BUCKET w/ handle, 18" wide (FCC 1), (LTC 1)	<u>2</u>	<u> </u>	<u> </u>
35 42" UPRIGHT BROOM w/ stiff plastic chemical resistant bristles (FCC 4), (LTC 5)	<u>9</u>	<u> </u>	<u> </u>
36 VACUUM CLEANER BAGS, to fit item #1 in Janitorial Equipment Section, 10/pk (FCC 2), (LTC 6)	<u>8</u>	<u> </u>	<u> </u>
37 BROWN JERSEY KNIT GLOVES, 9 ounce, w/ wrist cuff, one size fits all (FCC 12), (LTC 12), (OCC 12), (WVC 12)	<u>48</u>	<u> </u>	<u> </u>

SECTION B GRAND TOTAL

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SECTION C

CONSUMABLES

	<u>DISTRICTWIDE QUANTITY</u>	<u>PER UNIT BID</u>	<u>ITEM TOTAL BID</u>
*1 JUMBO JUNIOR TOILET PAPER, must fit Scott dispenser #B9566, 9675, 9666, 9665, 4" x 1,075 ft, 2 ply, must contain at least 30% recycled content, 12 rolls/cs (LTC 40), (OCC 50), (WVC 45)	<u>135</u>	<u> </u>	<u> </u>
*2 ROLL PAPER TOWELS, must fit Scott dispenser #9721, 7 7/8" x 625 ft, must contain at least 30% recycled content, 12 rolls/cs (LTC 25), (OCC 40), (WVC 40)	<u>105</u>	<u> </u>	<u> </u>
3 24 X 22 X 50 TRASH BAGS, 100/cs, 1.5 mil (LTC 10)	<u>10</u>	<u> </u>	<u> </u>
4 33 X 40 TRASH BAGS, 250/cs, 16 micron (LTC 22)	<u>22</u>	<u> </u>	<u> </u>
5 38 X 60 TRASH BAGS, 150/cs, 24 micron (FCC 20), (LTC 25), (OCC 40), (WVC 15)	<u>100</u>	<u> </u>	<u> </u>
6 24 x 33 TRASH BAGS, 6 micron, 1,000/case (LTC 10), (WVC 12)	<u>22</u>	<u> </u>	<u> </u>
7 56 GALLON TRASH BAGS, 23 x 20 x 48, high strength, 50/case (WVC 6)	<u>6</u>	<u> </u>	<u> </u>
8 43 x 48 TRASH BAGS, 17-24 micron, 150/case (OCC 6)	<u>6</u>	<u> </u>	<u> </u>
9 30 x 37 TRASH BAGS, 10 micron, 500/case (FCC 10)	<u>10</u>	<u> </u>	<u> </u>
10 DOUBLE WAXED PAPER BAGS, 9 3/4" x 2 3/4" x 9 7/8", 250/case (WVC 2)	<u>2</u>	<u> </u>	<u> </u>
11 SANI-FRESH HAND SOAP, pink, must fit in Sani-Fresh dispenser #91101, 12/case (FCC 5), (LTC 10), (OCC 12), (WVC 8)	<u>35</u>	<u> </u>	<u> </u>
12 9" x 13" WYPALL TOWELS, 1,008/case, 18 pkgs w/ 56 towels/pkg, must contain at least 30% recycled content (FCC 7), (WVC 3)	<u>10</u>	<u> </u>	<u> </u>
13 "D" ALKALINE BATTERIES, each (FCC 48), (LTC 36), (WVC 200)	<u>284</u>	<u> </u>	<u> </u>

SECTION C, continued

CONSUMABLES

	<u>DISTRICTWIDE QUANTITY</u>	<u>PER UNIT BID</u>	<u>ITEM TOTAL BID</u>
14 DOUBLE "A" ALKALINE BATTERIES, each (FCC 48), (LTC 12), (WVC 100)	<u>160</u>	<u> </u>	<u> </u>
15 TRIPLE "A" ALKALINE BATTERIES, each (FCC 24), (LTC 20), (WVC 24)	<u>68</u>	<u> </u>	<u> </u>
16 9 VOLT ALKALINE BATTERIES, each (FCC 30), (LTC 30), (WVC 30)	<u>90</u>	<u> </u>	<u> </u>
17 "C" ALKALINE BATTERIES, each (FCC 24), (WVC 24)	<u>48</u>	<u> </u>	<u> </u>
18 120 GRIT SANDING SCREENS (WVC 2)	<u>2</u>	<u> </u>	<u> </u>
19 WALL MOUNTED HAND SOAP DISPENSER w/ "push action", must be able to accept regular Sani- Fresh hand soap cartridges & pumice type hand soap (FCC 6), (LTC 16), (WVC 12)	<u>34</u>	<u> </u>	<u> </u>
20 TOLIET TISSUE 2-ROLL DISPENSER, smoked finish to accommodate jumbo jr. toilet tissue (FCC 6), (OCC 16), (WVC 8)	<u>30</u>	<u> </u>	<u> </u>
21 CONCENTRATED LAUNDRY DETERGENT, low suds, 50 lb. box, powder (WVC 4)	<u>4</u>	<u> </u>	<u> </u>
22 LEMON SCENTED CHLORINE BLEACH, 1 gallon containers, 6/case (FCC 6), (LTC 6), (WVC 12)	<u>24</u>	<u> </u>	<u> </u>
23 TERRI TOWELS, 9 3/4" x 16 7/8", 4 ply, reinforced, reusable in cardboard dispensing box, 150 towels/box, 6 boxes/case (FCC 2), (LTC 4), (OCC 2)	<u>8</u>	<u> </u>	<u> </u>
24 FOLDED MAXI PADS, 500/case, pkg #4 (LTC 1), (WVC 1)	<u>2</u>	<u> </u>	<u> </u>
25 INDIVIDUALLY PACKAGED TAMPONS, 500/case (LTC 1), (WVC 1)	<u>2</u>	<u> </u>	<u> </u>
26 WALL MOUNTED DUAL VENDOR DISPENSER, machine to dispense tampons & maxi pads, \$.25 operation (WVC 3)	<u>3</u>	<u> </u>	<u> </u>

SECTION C, continued

CONSUMABLES

	DISTRICTWIDE <u>QUANTITY</u>	PER UNIT <u>BID</u>	ITEM TOTAL <u>BID</u>
27 SELF FOLD TOWELS, 10 ¼ x 13 ¼, 10 pkg/case, 240 towels/pkg (FCC 15)	<u>15</u>	<u> </u>	<u> </u>
SECTION C GRAND TOTAL			\$ <u> </u>

NOTE:

- We reserve the right to award bids to vendor(s) by section, by each item or for total package.
- ****We require on-site delivery of specified quantity to each campus.** Quantities by campus are noted in specifications and must be delivered to the following addresses:

(FCC) Frontier Community College
Attn: Galen Dunn
2 Frontier Drive
Fairfield, IL 62837

(LTC) Lincoln Trail College
Attn: Richard Kent
11220 State Highway 1
Robinson, IL 62454

(OCC) Olney Central College
Attn: Bob Story
305 North West
Olney, IL 62450

(WVC) Wabash Valley College
Attn: Jim Bogard
2200 College Drive
Mt. Carmel, IL 62863

- Please submit descriptive brochures, etc. on items bid.
- Vendor(s) are required to **submit with their bid the manufacturer** of each item.

***Samples must accompany bid**

ALL FREIGHT, DELIVERY, AND/OR INSTALLATION CHARGES ARE INCLUDED IN BID. OUR QUOTATION AS SUBMITTED ON THIS FORM WILL REMAIN **FIRM** FOR A PERIOD OF AT LEAST SIX WEEKS FROM THE DATE QUOTATION IS RECEIVED BY ILLINOIS EASTERN COMMUNITY COLLEGES.

SIGNATURE _____

COMPANY _____

ADDRESS _____

TELEPHONE _____ DATE _____

NOTE: Please submit bid in **duplicate**.

Agenda Item #10

District Finance

- A. Financial Report**
- B. Approval of Financial Obligation**

ILLINOIS EASTERN COMMUNITY COLLEGES

DISTRICT 529

TREASURER'S REPORT May 31, 2000

<u>FUND</u>	<u>BALANCE</u>
Educational	\$1,211,651.50
Operations & Maintenance	(\$334,784.20)
Operations & Maintenance (Restricted)	\$1,095,952.89
Bond & Interest	(\$4,848.86)
Auxiliary	\$459,401.89
Restricted Purposes	(\$20,081.59)
Working Cash	\$40,121.97
Trust & Agency	\$120,872.14
Audit	\$13,359.62
Liability, Protection & Settlement	\$64,179.03
TOTAL ALL FUNDS	<u>\$2,645,824.39</u>

Respectfully submitted,

Marilyn Grove, Treasurer

LIST OF INVESTMENTS
May, 2000

Date Purchased	Maturity Date	Rate of Interest	Bank	Cost	Value	Interest to be Earned
Education Fund						
11/18/99	6/18/00	5.75	Old National Bank (CD)	1,500,000	1,550,313	50,313
2/22/00	7/22/00	6.03	First National Bank in Olney (CD)	1,500,000	1,537,688	37,688
*4/4/00	4/4/01	6.50	Citizens National Bank of Albion (CD)	100,000	106,500	6,500
*4/4/00	4/4/01	6.50	First National Bank of Allendale (CD)	100,000	106,500	6,500
Operations & Maintenance Fund						
11/18/99	6/18/00	5.75	Old National Bank (CD)	150,000	155,031	5,031
1/11/00	6/12/00	5.92	Community Bank & Trust (CD)	250,000	256,167	6,167
2/22/00	6/22/00	6.01	First National Bank in Olney (CD)	400,000	408,013	8,013
Operations & Maintenance Fund (Rest)						
1/12/00	1/12/01	6.26	Mercantile Bank (CD)	500,000	531,300	31,300
Auxiliary Fund						
1/12/00	1/12/01	6.26	Mercantile Bank (CD)	300,000	318,780	18,780
Restricted Purposes						
2/22/00	6/22/00	6.01	First National Bank in Olney (CD)	250,000	255,008	5,008
Working Cash Fund						
12/16/98	6/16/00	5.10	Old National Bank (CD)	1,515,000	1,630,898	115,898
10/20/99	4/20/01	5.95	Citizens National Bank of Albion (CD)	675,000	735,244	60,244
10/20/99	6/18/00	5.95	Civitas Bank (CD)	28,000	29,111	1,111
11/18/99	6/18/00	5.75	Old National Bank (CD)	10,000	10,335	335
1/11/00	6/12/00	5.92	Community Bank & Trust (CD)	20,000	20,493	493
Trust & Agency Fund						
5/11/00	5/11/01	6.63	Old National Bank (CD)	125,000	133,288	8,288
Liability & Protection Fund						
11/18/99	6/18/00	5.75	Old National Bank (CD)	150,000	155,031	5,031
1/11/00	6/12/00	5.92	Community Bank & Trust (CD)	100,000	102,467	2,467
2/22/00	8/22/00	6.75	Heritage National Bank (CD)	100,000	103,375	3,375

*Community Development Investments

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 31-MAY-2000
Percentage of time remaining through the Budget: 8.219

GENERAL FUNDS

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
LOCAL GOVT SOURCES	2,407,000.00	2,366,276.69	-40,723.31	-1.692
STATE GOVT SOURCES	11,982,378.00	11,958,264.70	-24,113.30	-.201
STUDENT TUITION & FEES	4,606,000.00	7,242,766.14	2,636,766.14	57.246
SALES & SERVICE FEES	.00	2.78	2.78	#####
FACILITIES REVENUE	40,000.00	21,431.00	-18,569.00	-46.423
INVESTMENT REVENUE	50,000.00	114,426.40	64,426.40	128.853
NON-GOVT GIFTS, GRANTS & BEQUESTS	.00	.00	.00	.000
OTHER REVENUES	100,000.00	192,318.74	92,318.74	92.319
DUMY	.00	.00	.00	.000
	-----	-----	-----	-----
TOTAL REVENUES:	19,185,378.00	21,895,486.45	2,710,108.45	14.126
EXPENDITURES:				
INSTRUCTION	8,327,558.00	7,983,321.85	-344,236.15	-4.134
ACADEMIC SUPPORT	560,968.33	473,954.22	-87,014.11	-15.511
STUDENT SERVICES	969,958.73	859,563.56	-110,395.17	-11.381
PUBLIC SERV/CONT ED	65,539.00	60,184.70	-5,354.30	-8.170
AUXILIARY SERV	.00	.00	.00	.000
OPER & MAINT PLANT	2,543,768.76	1,971,436.08	-572,332.68	-22.499
INSTITUTIONAL SUPPORT	4,479,523.18	3,186,864.93	-1,292,658.25	-28.857
SCH/STUDENT GRNT/WAIVERS	1,827,000.00	2,918,878.61	1,091,878.61	59.763
	-----	-----	-----	-----
TOTAL EXPENDITURES:	18,774,316.00	17,454,203.95	-1,320,112.05	-7.031
TRANSFERS AMONG FUNDS:				
INTERFUND TRANSFERS	576,890.00	716,890.00	140,000.00	24.268
	-----	-----	-----	-----
TOTAL TRANSFERS AMONG FUNDS:	576,890.00	716,890.00	140,000.00	24.268
NET INCREASE/DECREASE IN NET ASSETS	-165,828.00	3,724,392.50	3,890,220.50	#####

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 31-MAY-2000
Percentage of time remaining through the Budget: 8.219

	ADJUSTED BUDGET -----	OBM RESTRICTED YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
STATE GOVT SOURCES	1,867,178.00	67,178.00	-1,800,000.00	-96.402
INVESTMENT REVENUE	.00	65,223.94	65,223.94	#####
OTHER REVENUES	.00	10,963.70	10,963.70	#####
	-----	-----	-----	-----
TOTAL REVENUES:	1,867,178.00	143,365.64	-1,723,812.36	-92.322
EXPENDITURES:				
OPER & MAINT PLANT	1,493,254.00	148,410.15	-1,344,843.85	-90.061
INSTITUTIONAL SUPPORT	2,208,133.00	234,936.28	-1,973,196.72	-89.360
	-----	-----	-----	-----
TOTAL EXPENDITURES:	3,701,387.00	383,346.43	-3,318,040.57	-89.643
NET INCREASE/DECREASE IN NET ASSETS	-1,834,209.00	-239,980.79	1,594,228.21	86.916

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 31-MAY-2000
Percentage of time remaining through the Budget: 8.219

BOND AND INTEREST

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
LOCAL GOVT SOURCES	1,330,085.00	1,317,276.30	-12,808.70	-.963
INVESTMENT REVENUE	.00	2,364.49	2,364.49	#####
	-----	-----	-----	-----
TOTAL REVENUES:	1,330,085.00	1,319,640.79	-10,444.21	-.785
EXPENDITURES:				
INSTITUTIONAL SUPPORT	1,309,776.00	1,284,990.25	-24,785.75	-1.892
	-----	-----	-----	-----
TOTAL EXPENDITURES:	1,309,776.00	1,284,990.25	-24,785.75	-1.892
NET INCREASE/DECREASE IN NET ASSETS	20,309.00	34,650.54	14,341.54	70.617

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 31-MAY-2000
Percentage of time remaining through the Budget: 8.219

AUXILIARY FUNDS

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
STUDENT TUITION & FEES	760,175.00	240,801.92	-519,373.08	-68.323
SALES & SERVICE FEES	2,538,873.00	1,933,115.06	-605,757.94	-23.859
FACILITIES REVENUE	1,800.00	557.00	-1,243.00	-69.056
INVESTMENT REVENUE	.00	39,339.55	39,339.55	#####
NON-GOVT GIFTS, GRANTS & BEQUESTS	.00	12,000.00	12,000.00	#####
OTHER REVENUES	710,881.00	-49,493.28	-760,374.28	#####
	-----	-----	-----	-----
TOTAL REVENUES:	4,011,729.00	2,176,320.25	-1,835,408.75	-45.751
AUXILIARY ENTERPRISES:				
SALARIES	1,140,431.54	836,190.62	-304,240.92	-26.678
EMPLOYEE BENEFITS	67,590.00	48,569.52	-19,020.48	-28.141
CONTRACTUAL SERVICES	292,478.50	180,162.39	-112,316.11	-38.401
GEN. MATERIAL & SUPPLIES	2,842,899.51	1,531,480.50	-1,311,419.01	-46.130
CONF/TRAVEL MEETING EXPENSE	236,012.00	138,210.65	-97,801.35	-41.439
FIXED CHARGES	38,700.00	19,581.86	-19,118.14	-49.401
UTILITIES	25,543.45	10,219.14	-15,324.31	-59.993
CAPITAL OUTLAY	388,210.00	97,562.54	-290,647.46	-74.869
INTERFUND TRANSFERS	716,890.00	-716,890.00	-1,433,780.00	#####
OTHER EXPENDITURES	352,507.00	123,044.25	-229,462.75	-65.095
	-----	-----	-----	-----
TOTAL AUXILIARY ENTERPRISES:	6,101,262.00	2,268,131.47	-3,833,130.53	-62.825
NET INCREASE/DECREASE IN NET ASSETS	-2,089,533.00	-91,811.22	1,997,721.78	95.606

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 31-MAY-2000
Percentage of time remaining through the Budget: 8.219

WORKING CASH

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
INVESTMENT REVENUE	140,000.00	98,121.97	-41,878.03	-29.913
	-----	-----	-----	-----
TOTAL REVENUES:	140,000.00	98,121.97	-41,878.03	-29.913
TRANSFERS AMONG FUNDS:				
INTERFUND TRANSFERS	-140,000.00	.00	140,000.00	100.000
	-----	-----	-----	-----
TOTAL TRANSFERS AMONG FUNDS:	-140,000.00	.00	140,000.00	100.000
NET INCREASE/DECREASE IN NET ASSETS	280,000.00	98,121.97	-181,878.03	-64.956

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 31-MAY-2000
Percentage of time remaining through the Budget: 8.219

AUDIT

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
LOCAL GOVT SOURCES	40,000.00	37,283.27	-2,716.73	-6.792
INVESTMENT REVENUE	.00	772.49	772.49	#####
	-----	-----	-----	-----
TOTAL REVENUES:	40,000.00	38,055.76	-1,944.24	-4.861
EXPENDITURES:				
INSTITUTIONAL SUPPORT	21,000.00	22,171.89	1,171.89	5.580
	-----	-----	-----	-----
TOTAL EXPENDITURES:	21,000.00	22,171.89	1,171.89	5.580
NET INCREASE/DECREASE IN NET ASSETS	19,000.00	15,883.87	-3,116.13	-16.401

ILLINOIS EASTERN COMMUNITY COL
Statement of Rev,Exp,Other
Revenues, Expenditures, Other Changes
AS OF 31-MAY-2000
Percentage of time remaining through the Budget: 8.219

LPS

	ADJUSTED BUDGET -----	YEAR-TO-DATE ACTUAL -----	VARIANCE TO BUDGET -----	PERCENT OF BUDGET -----
REVENUES:				
LOCAL GOVT SOURCES	450,000.00	446,306.91	-3,693.09	-.821
INVESTMENT REVENUE	.00	9,855.01	9,855.01	#####
	-----	-----	-----	-----
TOTAL REVENUES:	450,000.00	456,161.92	6,161.92	1.369
EXPENDITURES:				
INSTITUTIONAL SUPPORT	613,546.00	205,529.05	-408,016.95	-66.501
	-----	-----	-----	-----
TOTAL EXPENDITURES:	613,546.00	205,529.05	-408,016.95	-66.501
NET INCREASE/DECREASE IN NET ASSETS	-163,546.00	250,632.87	414,178.87	#####

ILLINOIS EASTERN COMMUNITY COL
 Combined Balance Sheet--All Fund Types and Account Groups
 June 30, 2000
 (With comparative totals for July 01, 1999)
 (amounts expressed in dollars)

Governmental Fund Types

	GENERAL FUNDS	GRANTS	AUDIT	LPS	BOND AND INTEREST	OBM RESTRICTED
ASSETS and OTHER DEBITS:						
ASSETS:						
CASH	876,867	-20,082	13,360	64,179	-4,849	1,095,953
CASH IN BANK		--	--	--	--	--
IMPREST FUND	1,000	--	--	--	--	--
CHECK CLEARING	2,000	--	--	--	--	--
INVESTMENTS	4,000,000	250,000	--	350,000	--	500,000
RECEIVABLES	1,538,138	392,692	--	--	--	--
INTERFUND RECEIVABLES		627	--	--	--	--
INVENTORY		--	--	--	--	--
TOTAL ASSETS AND OTHER DEBITS:	6,418,005	623,237	13,360	414,179	-4,849	1,595,953
Liabilities, equity and other credits						
LIABILITIES:						
PAYROLL DEDUCTIONS PAYABLE	8,568	--	--	--	--	--
CURRENT OBLIGATIONS PAYABLE		--	--	--	--	--
ACCOUNTS PAYABLE	18,616	-6	--	--	--	--
ACCRUED EXPENSE		--	--	--	--	--
INTERFUND PAYABLES	627	--	--	--	--	--
DEFERRED REVENUE		--	--	--	--	--
OTHER LIABILITIES	570,866	--	--	--	--	--
TOTAL LIABILITIES:	598,676	-6				
EQUITY AND OTHER CREDITS:						
INVESTMENT IN PLANT		--	--	--	--	--
PR YR BDGTD CHANGE TO FUND		--	--	--	--	--
BALANCE						
Fund Balances:						
FUND BALANCE	5,033,246	172,002	13,360	403,002	-4,849	1,570,521
RESERVE FOR ENCUMBRANCES	786,083	451,242	--	11,177	--	25,432
TOTAL EQUITY AND OTHER CREDITS:	5,819,329	623,243	13,360	414,179	-4,849	1,595,953
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:	6,418,005	623,237	13,360	414,179	-4,849	1,595,953

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ILLINOIS EASTERN COMMUNITY COL
 Combined Balance Sheet--All Fund Types and Account Groups
 June 30, 2000
 (With comparative totals for July 01, 1999)
 (amounts expressed in dollars)

Governmental Fund Types

	Current Year 2000	Prior Year 1999
ASSETS and OTHER DEBITS:		
ASSETS:		
CASH	2,025,428	2,497,871
CASH IN BANK		
IMPREST FUND	1,000	1,100
CHECK CLEARING	2,000	2,000
INVESTMENTS	5,100,000	3,282,000
RECEIVABLES	1,930,830	7,064,556
INTERFUND RECEIVABLES	627	6,067
TOTAL ASSETS AND OTHER DEBITS:	9,059,885	12,853,594
Liabilities, equity and other credits		
LIABILITIES:		
PAYROLL DEDUCTIONS PAYABLE	8,568	55,047
CURRENT OBLIGATIONS PAYABLE		24,786
ACCOUNTS PAYABLE	18,610	162,059
ACCRUED EXPENSE		
INTERFUND PAYABLES	627	6,067
DEFERRED REVENUE		4,113,673
OTHER LIABILITIES	570,866	
TOTAL LIABILITIES:	598,670	4,361,632
EQUITY AND OTHER CREDITS:		
Fund Balances:		
FUND BALANCE	7,187,282	6,105,529
RESERVE FOR ENCUMBRANCES	1,273,933	2,386,433
TOTAL EQUITY AND OTHER CREDITS:	8,461,215	8,491,962
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:	9,059,885	12,853,594

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ILLINOIS EASTERN COMMUNITY COL
 Combined Balance Sheet--All Fund Types and Account Groups
 June 30, 2000
 (With comparative totals for July 01, 1999)
 (amounts expressed in dollars)

Proprietary Fund Types

	AUXILIARY FUNDS	Current Year 2000	Prior Year 1999
ASSETS and OTHER DEBITS:			
ASSETS:			
CASH	459,402	459,402	259,547
CASH IN BANK			
IMPREST FUND	20,500	20,500	20,500
CHECK CLEARING			
INVESTMENTS	300,000	300,000	400,000
RECEIVABLES	66,890	66,890	109,292
INTERFUND RECEIVABLES			
INVENTORY	371,248	371,248	348,431
TOTAL ASSETS AND OTHER DEBITS:	1,218,041	1,218,041	1,137,770
Liabilities, equity and other credits			
LIABILITIES:			
PAYROLL DEDUCTIONS PAYABLE			
CURRENT OBLIGATIONS PAYABLE			
ACCOUNTS PAYABLE	-23,911	-23,911	-20,859
ACCRUED EXPENSE			
INTERFUND PAYABLES			
DEFERRED REVENUE			
OTHER LIABILITIES			
TOTAL LIABILITIES:	-23,911	-23,911	-20,859
EQUITY AND OTHER CREDITS:			
INVESTMENT IN PLANT	1,333,763	1,333,763	899,315
PR YR BDGTED CHANGE TO FUND	-91,811	-91,811	259,314
BALANCE			
Fund Balances:			
FUND BALANCE			
RESERVE FOR ENCUMBRANCES			
TOTAL EQUITY AND OTHER CREDITS:	1,241,952	1,241,952	1,158,629
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:	1,218,041	1,218,041	1,137,770

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ILLINOIS EASTERN COMMUNITY COL
 Combined Balance Sheet--All Fund Types and Account Groups
 June 30, 2000
 (With comparative totals for July 01, 1999)
 (amounts expressed in dollars)

Fiduciary Fund Types

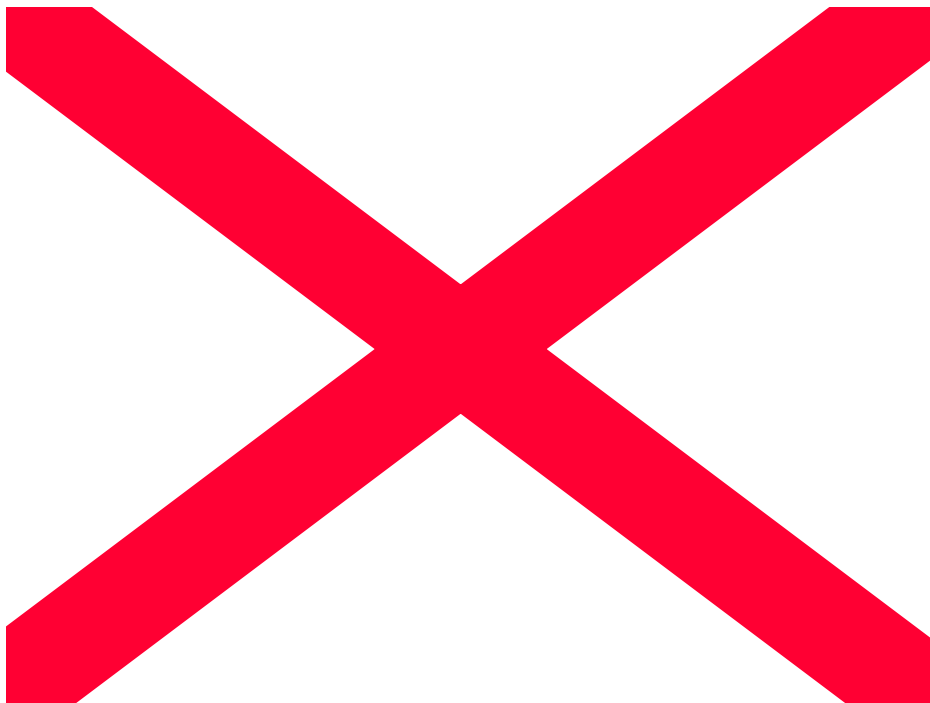
	WORKING CASH	TRUST AND AGENCY	Current Year 2000	Prior Year 1999
<hr/>				
ASSETS and OTHER DEBITS:				
ASSETS:				
CASH	40,122	120,872	160,994	160,613
CASH IN BANK		--		
IMPREST FUND		--		
CHECK CLEARING		--		
INVESTMENTS	2,248,000	125,000	2,373,000	2,384,000
RECEIVABLES		2,847	2,847	3,021
INTERFUND RECEIVABLES		--		
INVENTORY		--		
TOTAL ASSETS AND OTHER DEBITS:	<u>2,288,122</u>	<u>248,719</u>	<u>2,536,841</u>	<u>2,547,634</u>
Liabilities, equity and other credits				
LIABILITIES:				
PAYROLL DEDUCTIONS PAYABLE		--		
CURRENT OBLIGATIONS PAYABLE		--		
ACCOUNTS PAYABLE		--		-29
ACCRUED EXPENSE		--		
INTERFUND PAYABLES		139,950	139,950	139,950
DEFERRED REVENUE		--		
OTHER LIABILITIES		--		
TOTAL LIABILITIES:		<u>139,950</u>	<u>139,950</u>	<u>139,921</u>
EQUITY AND OTHER CREDITS:				
INVESTMENT IN PLANT		--		
PR YR BDGTED CHANGE TO FUND		--		
BALANCE				
Fund Balances:				
FUND BALANCE	2,288,122	93,496	2,381,618	2,399,506
RESERVE FOR ENCUMBRANCES		15,273	15,273	8,207
TOTAL EQUITY AND OTHER CREDITS:	<u>2,288,122</u>	<u>108,769</u>	<u>2,396,891</u>	<u>2,407,713</u>
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:	<u>2,288,122</u>	<u>248,719</u>	<u>2,536,841</u>	<u>2,547,634</u>
	=====	=====	=====	=====

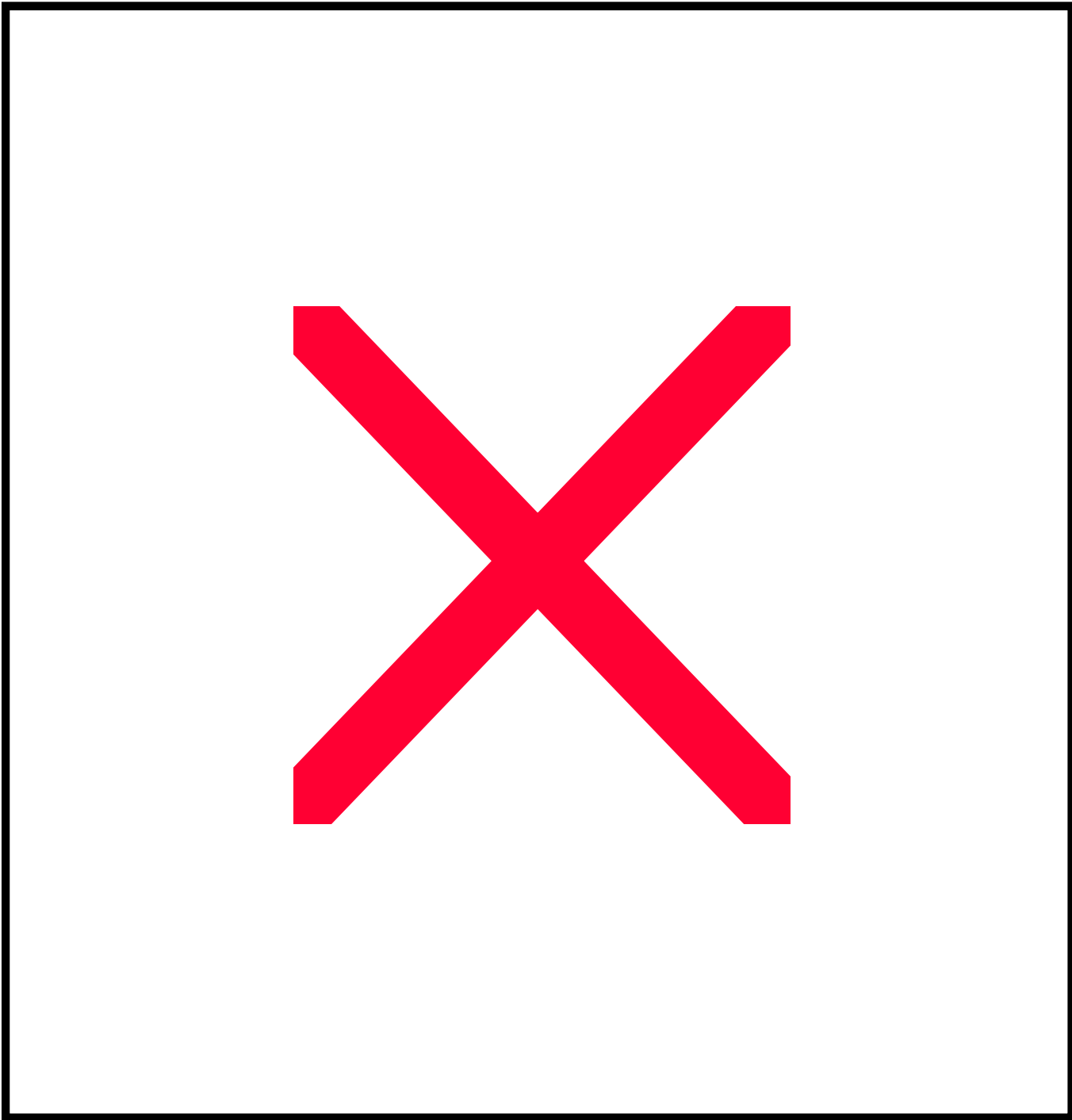
ILLINOIS EASTERN COMMUNITY COL
 Combined Balance Sheet--All Fund Types and Account Groups
 June 30, 2000
 (With comparative totals for July 01, 1999)
 (amounts expressed in dollars)

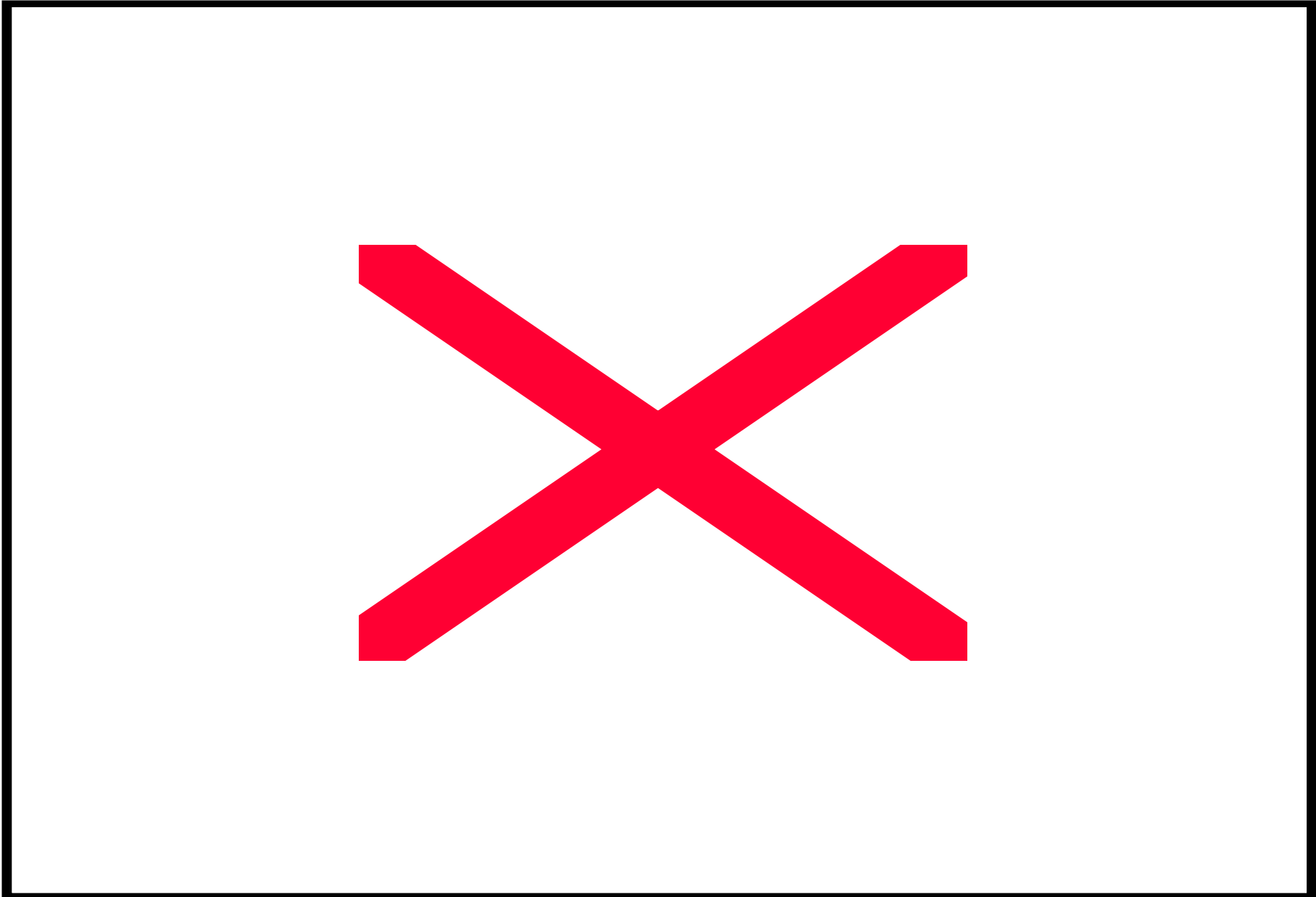
Memorandum Only

	Current Year 2000	Prior Year 1999
ASSETS and OTHER DEBITS:		
ASSETS:		
CASH	2,645,824	2,918,031
CASH IN BANK		
IMPREST FUND	21,500	21,600
CHECK CLEARING	2,000	2,000
INVESTMENTS	7,773,000	6,066,000
RECEIVABLES	2,000,567	7,176,869
INTERFUND RECEIVABLES	627	6,067
INVENTORY	371,248	348,431
TOTAL ASSETS AND OTHER DEBITS:	12,814,767	16,538,998
Liabilities, equity and other credits		
LIABILITIES:		
PAYROLL DEDUCTIONS PAYABLE	8,568	55,047
CURRENT OBLIGATIONS PAYABLE		24,786
ACCOUNTS PAYABLE	-5,301	141,171
ACCRUED EXPENSE		
INTERFUND PAYABLES	140,577	146,017
DEFERRED REVENUE		4,113,673
OTHER LIABILITIES	570,866	
TOTAL LIABILITIES:	714,709	4,480,694
EQUITY AND OTHER CREDITS:		
INVESTMENT IN PLANT	1,333,763	899,315
PR YR BDGTED CHANGE TO FUND	-91,811	259,314
BALANCE		
Fund Balances:		
FUND BALANCE	9,568,900	8,505,035
RESERVE FOR ENCUMBRANCES	1,289,206	2,394,640
TOTAL EQUITY AND OTHER CREDITS:	12,100,057	12,058,304
TOTAL LIABILITIES, EQUITY AND OTHER CREDITS:	12,814,767	16,538,998

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Agenda Item #11

Chief Executive Officer's Report

Agenda Item #12

Executive Session

Agenda Item #13

Approval of Executive Session Minutes

Agenda Item #14

Approval of Personnel Report

MEMORANDUM

TO: Board of Trustees
FROM: Terry Bruce
DATE: June 14, 2000
RE: Personnel Report

Mr. Chairman, I recommend that the Board of Trustees approve the attached Personnel Report. The resignation letters will be mailed with the employment packets.

mk

Attachment

PERSONNEL REPORT

INDEX

400.1. Employment of Personnel

400.2. FY00-01 Special Assignments

400.3. Resignations

PERSONNEL REPORT

400.1. Employment of Personnel

A. Classified

1. Julie Tennis: Initial full-time employment as Custodian for Wabash Valley College. Amount: Based upon \$15,200 per fiscal year. Effective: June 26, 2000.
Code: 023-7020W-1701-702
2. Kimberly Wilson: Initial full-time employment as Office Assistant at Olney Central College. Amount: Based upon \$15,028 per fiscal year. Effective: July 1, 2000.
Code: 012-8105O-1601-804

B. Professional/Non-Faculty

1. Danelle Hevron: Initial full-time employment as Coordinator of Public Information and Marketing at Lincoln Trail College. Amount: Based upon \$26,000 per fiscal year. Effective: July 10, 2000.
Code: 54010L-4010L-1201-401 \$8580
011-0116L-1201-401 \$17,420

C. Faculty

1. Michael Bucknum: Initial full-time employment as Chemistry Instructor. Amount: Based upon \$39,603 per academic year. Effective: August 16, 2000.
Code: 012-4005O-1301-101
2. Johnie Harrell: Initial full-time employment as Automotive Service Technology Instructor. Amount: Based upon \$31,066 per academic year. Effective: August 16, 2000.
Code: 012-4706O-1301-101
3. Christian Mathews: Initial full-time employment as Life Science Instructor. Amount: Based upon \$31,686 per academic year. Effective: August 16, 2000.
Code: 012-2607O-1301-101

400.2. FY 2000-01 Special Assignments

FRONTIER COMMUNITY COLLEGE

		Recommended 2000-01
Extra-Curricular		
1. Kathy Doty	College Bowl Team Advisor	\$ 300

LINCOLN TRAIL COLLEGE

		Recommended 2000-01
Academic		
1. Linda Branch	Lead Inst, Occ	\$ 550
2. Lonnie Devin	Lead Inst, QIS	450
3. Paul Jenkins	Lead Inst, ACR	450
4. Jason Potts	Lead Inst, Drafting Tech	450

Athletic

1. Tony Kestranek	Athletic Director	\$ 3,500
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Extra Curricular

1. Lonnie Devin	Scholastic Bowl Coordinator	\$ 350
2. Carolyn DiBeasi	Scholastic Bowl Coordinator	350
3. Searoba Mascher	Phi Theta Kappa Advisor	300
4. Linda Branch	Student Senate Advisor	1,000
5. Kathy Harris	Pool Manager	1,000
6. Yvonne Newlin	Performing Arts Coordinator	1,000

OLNEY CENTRAL COLLEGE

Recommended 2000-01

Academic

1. Russ Jausel	Lead Inst, Industrial Maint Tech	\$ 500
2. Art Miller	Lead Inst, Office Occup/Clerical	500
3. Kristi Urfer	Lead Inst, Accounting	450
4. TBD	Lead Inst, Sec & Med Ofc Occup	450
5. Ryan Petty	Lead Inst, CRT Auto Service Tech	500
6. Matt Swinford	Lead Inst, Cisco Systems	450

Academic - Nursing

1. TBD	Dept Head, Nursing/OCC	\$ 2,500 + 12hrs rel time
2. Genevieve Bruce	Dept Head, Nursing/FCC	\$ 2,500 + 6hrs rel time
3. Sandra Burtron	Dept Head, Nursing/LTC	\$ 2,500 + 12hrs rel time
4. Lovell Vallette	Dept Head, Nursing/WVC	\$ 2,500 + 12hrs rel time

Athletic

1. Jessica Morris	W Volleyball Coach	\$ 3,000
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Extra Curricular

1. Lisa Benson	WYSE Coordinator	\$ 100
2. Lucille Lance	Phi Theta Kappa Advisor	300
3. Rob Mason	WYSE Coordinator	100
4. Steve Marrs	Performing Arts Coordinator	1,000
5. Ed Wright	Coordinator of Food Services	12,000

WABASH VALLEY COLLEGE

		Recommended 2000-01	
Academic			
1.	Judy Brewster	Lead Inst, Social Services	\$ 450
2.	Byford Cook	Lead Inst, Machine Shop	500
3.	TBA	Lead Inst, Manufacturing Tech	450
4.	Dan Edwards	Lead Inst, Radio/TV	450
5.	Bob Effland	Lead Inst, Electronics	500
		WVJC Engineer	6,500 + 1/2 rel time
6.	Larry Hoeszle	Lead Inst, Diesel Equipment	500
7.	Linda Kolb	Lead Inst, Early Child Dev Small World	450 2,400
8.	Cathy Robb	Lead Inst, Office Occup	500
9.	Don Mersinger	Lead Inst, Agriculture	500
10.	David Wilderman	Lead Inst, Marketing	450

Athletic

1.	Paul Schnarre	Athletic Director	\$ 3,500
		Head W Softball Coach	3,000
2.	Clyde Buck	Asst M Basketball Coach	1,000

Extra Curricular

1.	Jerry Bayne	Community Service Director	1/2 rel time
		Student Publications Advisor	1,000
2.	James Cox	Theatre House Manager	5,000
3.	Brenda Phegley	Phi Theta Kappa Advisor	300
4.	Audrey Tice	Art Gallery Coordinator	700

DISTRICT OFFICE

		Recommended 2000-01	
Academic			
1.	Susan Rhine	TOEFL Testing & ESL	\$ 450
Extra Curricular			
1.	Don Mersinger	Int'l Soccer Coach	\$ 1,500

400.3 Resignations

A. Classified

1. Teresa O'Brien, Program Assistant, effective May 30, 2000.

B. Professional/Non-Faculty

1. Melanie Lee, Director of Public Information & Marketing, FCC, effective June 6, 2000.
2. Carla Wesner, Director of Business & Industry Training effective June 14, 2000.

C. Faculty

1. Jennifer Spengler, Office Careers Instructor, effective July 1, 2000.

D. Administrative

1. William Lex, President, FCC, effective July 31, 2000.

Agenda Item #15

Collective Bargaining

Agenda Item #16

Litigation

Agenda Item #17

Acquisition & Disposition of Property

Agenda Item #18

Other Items

Agenda Item #19

Adjournment

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