

IECC Board of Trustees Meeting
Tuesday, November 21, 2023 6:15 PM Central

Frontier Community College, Bob Boyles Hall
2 Frontier Drive
Fairfield, IL 62837

Guadalupe Amicone: Present
Susan Batchelor: Present
John Brooks: Present
Roger Browning: Present via Zoom
Gary Carter: Present
Brenda Culver: Present
Jan Ridgely: Present
Barbara Shimer: Present
Present: 8, Absent: 0

Also present at the meeting, in addition to trustees:

Ryan Gower, Chancellor
Jay Edgren, President of Frontier Community College/Vice Chancellor Academic Affairs
Tona Ambrose, President of Lincoln Trail College/Vice Chancellor Institutional Outreach
Chris Simpson, President of Olney Central College/Vice Chancellor Business Operations
Matt Fowler, President of Wabash Valley College/Vice Chancellor Student Affairs
Ryan Hawkins, Chief Financial Officer/Treasurer
Andrea McDowell, Director of Human Resources
Sonja Holtz, Board Secretary

(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.)

1. Call to Order & Roll Call – Chairman Gary Carter called the meeting to order at 6:15 p.m. and directed the Board Secretary Sonja Holtz to call the roll.
2. Welcome from the Chair – Chairman Carter welcomed all who were present for the meeting.
3. Recognition of Visitors and Guests
 - 3.A. Visitors and Guests – Paul Bruinsma & Nixie Hnetkovsky were present.
 - 3.B. IECEA Representative - None
4. Public Comments – Nixie Hnetkovsky thanked the Board for the addition to the Athletic Facility at Frontier Community College.
5. Reports
 - 5.A. Trustees - None
 - 5.B. Chancellor - No additional information to his previously sent report.

5.C. Presidents & Divisions - Reports were presented by the Presidents.

6. Approval of Consent Agenda

Motion to approve the consent agenda as presented. This motion, made by Susan Batchelor and seconded by Barbara Shimer, Carried.

Roger Browning: Absent, Susan Batchelor: Yea, John Brooks: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea

Yea: 6, Nay: 0, Absent: 1, Student Advisory Vote: Yea

6.A. Disposition of Minutes – Open meeting minutes as prepared for the special meeting held on July 13, 2023 and regular meeting held on October 17, 2023 were presented for approval.

6.B. Policy 100.4 Student Board Member – minor modifications to the policy to reference the appropriate state statute.

6.C. Policy 100.5 District Calendar – review policy to elaborate on the calendar’s approval authorities, timeline for completion, and dissemination upon completion, as well as making referenced to it as the academic calendar (vs the district calendar).

6.D. 2024 IECC Board Meeting Dates – a resolution setting forth that Trustees will meet on the third Tuesday of every month in 2024 with the exception of the December 2024 meeting, which shall be the second Tuesday of the month.

6.E. Facility Use Agreement- SIU/IECC Motorcycle Rider Course – an agreement with Southern Illinois University (SIU) for a continuation of their Motorcycle Rider Program facility use agreement for Frontier Community College, Lincoln Trail College, Olney Central College, and Wabash Valley College.

6.F. Affiliation Agreements – Chancellor Gower recommended approval of affiliation agreements with Clay County Rehabilitation Center, Edwards County Health Office, IECC System Office, and SIHF Healthcare.

6.F.i. Standard Clinical- Clay Co. Rehabilitation Center, Edwards Co. Health Office

6.F.ii. Standard Non-Clinical- IECC System Office

6.F.iii. Negotiated Clinical- SIHF Healthcare

7. Action on Items Removed from Consent Agenda - None

8. Policy First Reading (and Possible Approval)

Motion to approve 600.2 Communications and Public Relations as presented. This motion, made by Brenda Culver and seconded by Susan Batchelor, Carried.

Roger Browning: Absent, Susan Batchelor: Yea, John Brooks: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea

Yea: 6, Nay: 0, Absent: 1, Student Advisory Vote: Yea

9. Policy Second Reading - None

10. Staff Recommendations for Approval

10.A. Resolution Establishing Tax Levy Hearing

**RESOLUTION REGARDING ESTIMATED AMOUNTS
NECESSARY TO BE LEVIED FOR THE YEAR 2023**

WHEREAS, the Truth in Taxation Law requires that all taxing districts in the State of Illinois determine the estimated amounts of taxes necessary to be levied for the year not less than twenty (20) days prior to the official adoption of the aggregate tax levy of the district; and

WHEREAS, if the estimated aggregate amount necessary to be levied, exclusive of election costs and bond and interest costs, exceeds 105% of the aggregate amount of property taxes extended or estimated to be extended, including any amount abated by the taxing district prior to such extension, upon the levy of the preceding year, public notice shall be given and a public hearing shall be held on the district's intent to adopt a tax levy in an amount which is more than 105% of such extension or estimated extension for the preceding year; and

WHEREAS, the aggregate amount of property taxes extended or estimated to be extended for 2022 was:

Education Purposes	\$3,345,922
Operations and Maintenance Purposes	1,442,549
Liability Insurance, Workers' Compensation, Unemployment Insurance, Property Insurance and Medicare Contributions	1,145,620
Protection, Health and Safety Purposes	201,871
Audit	<u>50,468</u>
 Total	 \$6,186,430

WHEREAS, it is hereby determined that the estimated amount of taxes necessary to be raised by taxation for the year 2023 is as follows:

Education Purposes	\$3,750,000
Operations and Maintenance Purposes	1,610,000
Special Tax Levy	710,339
Liability Insurance, Workers' Compensation, Unemployment Insurance, Property Insurance and Medicare Contributions	1,345,000
Protection, Health, and Safety Purposes	200,000
Audit	<u>60,000</u>
 Total	 \$7,675,339

WHEREAS, the Truth in Taxation Law, as amended, requires that all taxing districts in the State of Illinois provide a date in the Notice concerning the levies made for debt service made pursuant to statute, referendum, resolution or agreement to retire principal or pay interest on bonds, notes, and debentures or other financial instruments which evidence indebtedness; and

WHEREAS, the aggregate amount of property taxes extended, after abatement, for the bond and interest purposes for 2022 was \$1,896,618; and it is hereby determined that the estimated amount of taxes to be levied for bond and interest purposes for 2023 is \$731,625.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees, Illinois Eastern Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, State of Illinois, as follows:

- Section 1:** The aggregate amount of taxes estimated to be levied for the year 2023, exclusive of bond and interest costs, is \$7,675,339.
- Section 2:** The aggregate amount of taxes estimated to be levied for the year 2023, exclusive of bond and interest costs, does exceed 105% of the taxes extended by the district in the year 2022.
- Section 3:** The aggregate amount of taxes estimated to be levied for the year 2023 for debt service is a 61.4% decrease from the taxes extended for debt service for 2022.
- Section 4:** Public notice shall be given in the following newspapers of general circulation in said district,

Marshall Advocate, Clark County
 Robinson Daily News, Crawford County
 Toledo Democrat, Cumberland County
 McLeansboro Gazette, Hamilton County
 Lawrenceville Daily Record, Lawrence County
 Wayne County Press, Edwards County & Wayne County
 The Hometown Register, Clay County, Jasper County,
 Richland County, Wabash County & White County

and a public hearing shall be held, all in the manner and time prescribed in said notice, which notice shall be published not more than 14 days nor less than 7 days prior to said hearing, and shall be not less than 1/8 page in size, with type no smaller than twelve (12) point, enclosed in a black border not less than 1/4 inch wide and in substantially the following form:

NOTICE OF PROPOSED TAX INCREASE FOR

ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT NO. 529

- I. A public hearing to approve a proposed property tax levy increase for Illinois Eastern Community Colleges District No. 529 for 2023 will be held on December 12, 2023, at 4:00 p.m. at Lincoln Trail College, Robinson, Illinois.

Any person desiring to appear at the public hearing and present testimony to the taxing district may contact Ryan Hawkins, Chief Financial Officer, 233 East Chestnut Street, Olney, IL 62450; phone: 618.393.2982.

- II. The corporate and special purpose property taxes extended or abated for the year 2022 were \$6,186,430.

The proposed corporate and special purpose property taxes to be levied for 2023 are \$7,675,339. This represents a 24.1% increase over the previous year's extension.

- III. The property taxes extended for debt service for 2022 were \$1,896,618.

The estimated property taxes to be levied for debt service and public building commission leases for 2023 are \$731,625. This represents a 61.4% decrease from the previous year.

- IV. The total property taxes extended or abated for 2022 were \$8,083,048.

The estimated total property taxes to be levied for 2023 are \$8,406,964. This represents a 4.0% increase over the previous year's extension.

Section 5: This resolution shall be in full force and effect forthwith upon its passage.

Motion to approve the 2023 Estimated Tax Levy Resolution for taxes due and collectible in 2024 as presented. The estimated tax rate for 2023 levy, which is inclusive of all levies and anticipated bond issues, is consistent with the District's 20 year average at 43.80 cents per \$100 in equalized assessed valuation. This motion, made by Brenda Culver and seconded by Susan Batchelor, Carried.

Roger Browning: Absent, Susan Batchelor: Yea, John Brooks: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Student Advisory Vote: Yea
Yea: 6, Nay: 0, Absent: 1

10.B. Revised 2023 IECC Board Meeting Dates

Board Meeting Dates 2023

Tuesday, January 17, 2023, 6:15 p.m., Olney Central College
 Tuesday, February 21, 2023, 6:15 p.m., Wabash Valley College
 Tuesday, March 21, 2023, 6:15 p.m., Frontier Community College
 Tuesday, April 25, 2023, 6:15 p.m., Lincoln Trail College
 Tuesday, May 16, 2023, 6:15 p.m., Olney Central College
 Tuesday, June 20, 2023, 6:15 p.m., Wabash Valley College
 Tuesday, July 18, 2023, 6:15 p.m., Frontier Community College
 Tuesday, August 15, 2023, 6:15 p.m., Lincoln Trail College
 Tuesday, September 19, 2023, 6:15 p.m., Olney Central College

Tuesday, October 17, 2023, 6:15 p.m., Wabash Valley College
 Tuesday, November 21, 2023, 6:15 p.m., Frontier Community College
 Tuesday, December 12, 2023, 4:30 p.m., Lincoln Trail College

Motion to approve a resolution setting forth that the Trustees will meet on the third Tuesday of every month with the exception of the December meeting which shall be the second Tuesday of the month at 4:30 p.m. This motion, made by Barbara Shimer and seconded by Brenda Culver, Carried.

Roger Browning: Absent, Susan Batchelor: Yea, John Brooks: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Student Advisory Vote: Yea
 Yea: 6, Nay: 0, Absent: 1

10.C. LTC Vehicle Lease

Motion to approve an agreement to lease two 2024 Chevrolet Trax vehicles from the Lincoln Trail College Foundation. This motion, made by Barbara Shimer and seconded by Brenda Culver, Carried.

Roger Browning: Absent, Susan Batchelor: Yea, John Brooks: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Student Advisory Vote: Yea
 Yea: 6, Nay: 0, Absent: 1

11. Bid Committee Report

1. LTC Bucket Truck
2. LTC Digger Derrick Truck

Motion to accept the bids from Bison Aerial Equipment, LLC for a total of \$62,323 for the purchase of a bucket truck and \$52,815 for the purchase of a digger derrick truck for LTC's Telecom program. This motion, made by John Brooks and seconded by Jan Ridgely, Carried.

Roger Browning: Absent, Susan Batchelor: Yea, John Brooks: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Student Advisory Vote: Yea
 Yea: 6, Nay: 0, Absent: 1

12. District Finance

Motion to approve payment of district obligations for November 2023 in the total amount of \$3,223,293.31. This motion, made by Jan Ridgely and seconded by Barbara Shimer, Carried.

Roger Browning: Absent, Susan Batchelor: Yea, John Brooks: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Student Advisory Vote: Yea
 Yea: 6, Nay: 0, Absent: 1

13. Executive Session - None

14. Approval of Executive Session Minutes

45.A. Written Executive Session Minutes – It was recommended that the written minutes of the executive sessions held on July 13, 2023 and October 17, 2023 be approved and remain closed.

15.B. Audio Executive Session Minutes – It was recommended that the recorded audio minutes of the July 13, 2023 and October 17, 2023 executive session meetings be approved and remain closed.

Motion to approve the executive session minutes as presented. This motion, made by Brenda Culver and seconded by Susan Batchelor, Carried.

Roger Browning: Absent, Susan Batchelor: Yea, John Brooks: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Student Advisory Vote: Yea
Yea: 6, Nay: 0, Absent: 1

15. Approval of Personnel Report

400.1 Employment of Personnel

A. Faculty, Exempt

1. Jena Combs, Music/Instrumental Instruction, LTC effective August 4, 2024

400.2 Change in Status

A. Professional, Non-Faculty, Exempt

1. Candice Young, TRIO Upward Bound Counselor to TRIO Upward Bound Coordinator, LTC effective November 27, 2023
2. Jamie Barbee, TRIO Upward Bound Coordinator from LTC to OCC effective October 23, 2023

B. Professional, Non-Faculty, Non-Exempt

1. Quianna McGee, Part-time to Full-time Coordinator of Public Information and Marketing, WVC effective November 27, 2023

C. Classified, Non-Exempt

1. Russell Carie, Part-time Operations/Maintenance to Temporary, Full-time Maintenance Worker, WVC effective November 27, 2023 – November 27, 2024
2. Brianna Simpson, Office Assistant, FCC to SBDC Office Assistant effective November 27, 2023

Motion to approve the foregoing Personnel Report as presented. This motion, made by Barbara Shimer and seconded by Susan Batchelor, Carried.

Roger Browning: Absent, Susan Batchelor: Yea, John Brooks: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Student Advisory Vote: Yea
Yea: 6, Nay: 0, Absent: 1

16. Collective Bargaining - None

17. Litigation - None

18. Other Items - None

19. Adjournment

Motion to adjourn at 7:00 p.m. This motion, made by Susan Batchelor and seconded by Guadalupe Amicone, Carried.

Roger Browning: Absent, Susan Batchelor: Yea, John Brooks: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Student Advisory Vote: Yea
Yea: 6, Nay: 0, Absent: 1

Approved: Chairman: Gary Carter
Secretary: Sonja Wease