

**ILLINOIS EASTERN COMMUNITY COLLEGES**

**BOARD OF TRUSTEES**

**MONTHLY MEETING**

**December 13, 2022**



**Location:**

**Frontier Community College  
2 Frontier Drive  
Fairfield, IL 62837**

**Dinner & Meeting – 6:15 p.m. – Bob Boyles Hall**

*The mission of Illinois Eastern Community College District 529 is to deliver exceptional education and services to improve the lives of our students and to strengthen our communities.*

**Illinois Eastern Community Colleges  
Board Agenda**

**December 13, 2022**

**6:15 p.m.**

**Frontier Community College  
Bob Boyles Hall**

1. **Call to Order & Roll Call** .....Chairman Carter
2. **Welcome from the Chair**.....Chairman Carter
3. **Recognition of Visitors and Guests**..... President Edgren
  - A. Visitors and Guests
  - B. IECEA Representative
4. **Public Comment**
5. **Reports**
  - A. Trustees
  - B. Chancellor
  - C. Presidents
  - D. Division Report: SEPC Projects..... Dean Bruinsma
6. **Approval of Consent Agenda**.....Chancellor Gower
  - A. Disposition of Minutes
  - B. Business Policy 300.17 Use of Facilities
  - C. Affiliation Agreements:
    - i. Jasper County Ambulance
    - ii. Lawrence County Ambulance
    - iii. United Life Care Ambulance
    - iv. Edwards County Clerk & Recorder
    - v. Hamilton Memorial Hospital
    - vi. Good Samaritan- Vincennes, IN
7. **Action on Items Removed from Consent Agenda**.....Gower
8. **Policy First Reading (and Possible Approval)** ..... Gower
  - A. Business Policy 300.12 Investment Policy

- 9. **Policy Second Reading** .....Gower
  - A. None
  
- 10. **Staff Recommendations for Approval**
  - A. Approval of 403(b) Record Keeper ..... Hawkins
  - B. Certificate of Compliance with the Truth in Taxation Law.....Gower
  - C. Certification of Tax Levy for Calendar Year 2022.....Gower
  - D. GASB Designation of Tax Levy Year.....Gower
  - E. RFQ for Architectural Firms ..... Hawkins
  
- 11. **Bid Committee Report**.....Gower
  
- 12. **District Finance**
  - A. Financial Report ..... Mr. Hawkins
  - B. Approval of Financial Obligations ..... Mr. Hawkins
  
- 13. **Executive Session** .....Gower
  
- 14. **Approval of Executive Session Minutes**
  - A. Written Executive Session Minutes.....Gower
  - B. Audio Executive Session Minutes .....Gower
  - C. Semi-Annual Review of Closed Session Minutes .....Gower
  
- 15. **Approval of Personnel Report**.....Mrs. McDowell
  
- 16. **Collective Bargaining** .....Gower
  
- 17. **Litigation** .....Gower
  
- 18. **Other Items**
  
- 19. **Adjournment**

**Agenda Item #1**

**Call to Order and Roll Call**

**Agenda Item #2**

**Welcome from the Chair**

**Agenda Item #3**

**Recognition of Visitors and Guests**

- A. Visitors and Guests**
- B. IECEA Representatives**

**Agenda Item #4**

**Public Comment**

## **Agenda Item #5**

### **Reports**

- A. Trustees**
- B. Chancellor**
- C. Presidents**
- D. Division Report: SEPC Projects**



**Agenda Item #6**

**Consent Agenda**

**A. Disposition of Minutes**

**B. Business Policy 300.17 Use of Facilities**

**C. Affiliation Agreements**

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 Main Hall 101, Wabash Valley College, 2200 College Drive, Mt. Carmel, Illinois, Tuesday, November 15, 2022.

**AGENDA #1 – “Call to Order & Roll Call”** – Chairman Gary Carter called the meeting to order at 6:15 p.m. and directed the Board Secretary Pro Tempore, Barbara Shimer to call the roll.

**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: John D. Brooks, Roger Browning (via electronic means), Gary Carter, Brenda K. Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. Also present was Raechel Hnetkovsky, student trustee. Trustees absent: None. There being a quorum present, the Chair 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:

Ryan Gower, Chancellor.

Jay Edgren, President of Frontier Community College.

Roger Eddy, Interim President of Olney Central College.

Matt Fowler, President of Wabash Valley College.

Ryan Hawkins, Chief Financial Officer/Treasurer.

Andrea McDowell, Director of Human Resources.

**AGENDA #2- “Welcome from the Chair”**- Chairman Carter welcomed all who were present for the meeting.

**AGENDA #3 – “Recognition of Visitors & Guests”** –

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

**#3-B. IECEA Representative:** None.

**AGENDA #4 – “Public Comment”** – None.

**AGENDA #5 – “Reports”** –

**#5-A. Report from Trustees:** None.

**#5-B. Report from Chancellor:** Chancellor Gower provided details on opportunities and challenges in addition to his electronic report.

**#5-C. Report from Presidents:** Reports were presented from the Presidents.

**AGENDA #6 “Consent Agenda”** - The following consent agenda items were presented for approval.

**#6-A. “Disposition of Minutes”:** Open meeting minutes as prepared for the regular meeting held Tuesday, October 18, 2022, were presented for disposition.

**#6-B. “Articulation Agreements- EIU, ISU, McKendree, SIU”:** Chancellor Ryan Gower recommended acceptance of Articulation Agreements with Eastern Illinois University, Indiana State University, McKendree University, Southern Illinois University.

**#6-C. “Withdrawal of Policy 200.6- Allied Health Technology Requirements”:** Chancellor Ryan Gower recommended the withdrawal of the policy following the inclusion considerations of the Physical Therapist Assistant program.

ADMINISTRATION- 200

**Allied Health Technology Requirements Policy (200.6)**

Date Adopted: December 12, 2017

***Deleted by Board Action: November 15, 2022 (Pending Board Approval)***

~~In pursuit of advancing technology within academic programs, the Allied Health Department has instituted technology requirements for enrollment in the Associate in Applied Science in Radiography and Associate Degree in Nursing programs. Allied Health is preparing nursing and radiography students for technology usage in the classroom and clinical setting. This initiative assists in meeting learning outcomes, provides a consistent testing platform, and prepares students for employment in their field.~~

~~Effective July 1, 2018, students who enroll in these programs will be required to purchase an Apple iPad that meets the minimum technology requirements as outlined yearly by the Allied Health Department. The purchase of iPads will be coordinated by the Allied Health department and the Illinois Eastern Community Colleges Information Technology staff. Students who currently own an Apple iPad must present their machine for review by IT and AH staff to see if it meets the current minimum technology requirements.~~

**Allied Health Technology Fee**

~~Students in Allied Health programs will be charged a one-time fee based on the actual cost of an Apple iPad and an Apple Care warranty.~~

~~The following stipulations are in effect for this initiative:~~

~~No exchange or refunds will be provided once the iPad is signed out by the student at the beginning of the academic program.~~

~~Devices should be registered with the manufacturer upon setup.~~

~~Defective devices should be reported to the manufacturer per the warranty directions.~~

**#6-D. “2023 IECC Board Meeting Dates Resolution”**: Chancellor Gower reviewed and recommended the following proposed 2023 meeting dates for the IECC Board of Trustees.

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, 6:15 p.m., Lincoln Trail College

**Board Action to Approve Consent Agenda**: Trustee John Brooks made a motion to approve the consent agenda as presented. Trustee Brenda Culver seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Roger Browning, Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. 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 #7- “Action on Items Removed from Consent Agenda”**- Agenda Item #6-E was removed from the consent agenda for further discussion.

**#6-E. “2023 IECC Holiday Calendar”:** Chancellor Gower reviewed the proposed IECC Holiday Calendar and recommended approval of the holiday calendar for Administrative, Technical, Professional Non-Faculty, Clerical & Maintenance Staff for Calendar Year 2023 as follow:

Monday	January 16	Martin Luther King Jr. Day
Monday	February 20	President’s Day
Friday	April 7	Spring Holiday
Monday	May 29	Memorial Day
Monday	June 19	Juneteenth Observed
Tuesday	July 4	Independence Day
Monday	September 4	Labor Day
Monday	October 9	Columbus Day
Friday	November 10	Veterans Day
Thursday	November 23	Thanksgiving
Friday	November 24	Thanksgiving
	December 19-22	Winter Break
Monday	December 25	Christmas Day
	December 26-29	Winter Break
Monday	January 1	New Year’s Day

**Board Action:** Trustee Roger Browning made a motion to approve the holiday calendar as presented. Trustee John Brooks seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Roger Browning, Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. 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 #8- “Policy First Reading (and Possible Approval)”**- None.

**AGENDA #9- “Policy Second Reading”**- None.

**AGENDA #10- “Staff Recommendations for Approval”**- The following staff recommendations were presented for approval.

**#10-A. 2022 Estimated Tax Levy Resolution:** - Chancellor Gower recommended approval of the 2022 estimated tax levy as follows:

**RESOLUTION REGARDING ESTIMATED AMOUNTS  
NECESSARY TO BE LEVIED FOR THE YEAR 2022**

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 2021 was:

Education Purposes	\$3,175,000
Operations and Maintenance Purposes	1,375,000
Liability Insurance, Workers’ Compensation, Unemployment Insurance, Property Insurance and Medicare Contributions	1,040,000
Protection, Health, and Safety Purposes	200,000
Audit	<u>70,000</u>
Total	\$5,860,000

WHEREAS, it is hereby determined that the estimated amount of taxes necessary to be raised by taxation for the year 2022 is as follows:

Education Purposes	\$3,325,000
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Operations and Maintenance Purposes	1,435,000
Liability Insurance, Workers' Compensation, Unemployment Insurance, Property Insurance and Medicare Contributions	1,135,000
Protection, Health and Safety Purposes	200,000
Audit	<u>50,000</u>
Total	\$6,145,000

WHEREAS, the aggregate amount of property taxes extended, after abatement, for the bond and interest purposes for 2021 was \$1,934,211; and it is hereby determined that the estimated amount of taxes to be levied for bond and interest purposes for 2022 is \$1,896,618.

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 2022, exclusive of bond and interest costs, is \$6,145,000.

**Section 2:** The aggregate amount of taxes estimated to be levied for the year 2022, exclusive of bond and interest costs, does not exceed 105% of the taxes extended by the district in the year 2021.

**Section 3:** The aggregate amount of taxes estimated to be levied for the year 2022 for debt service is a 1.9% decrease from the taxes extended for debt service for 2021.

**Section 4:** In light of Section 2 above, the Provisions of Section Five through Seven of the Truth in Taxation Act do not apply to the adoption of the 2022 aggregate levy, and the District is not required to publish notice of or to conduct a hearing thereon.

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

ADOPTED this 15th day of November 2022.

BOARD OF TRUSTEES

ILLINOIS EASTERN COMMUNITY COLLEGES

COUNTIES OF RICHLAND, CLARK, CLAY,  
CRAWFORD, CUMBERLAND, EDWARDS,  
HAMILTON, JASPER, LAWRENCE, WABASH,  
WAYNE, AND WHITE

STATE OF ILLINOIS

By: \_\_\_\_\_

Chairman

ATTEST:

\_\_\_\_\_

Pro Tempore Secretary

**Board Action:** Trustee Roger Browning made a motion to approve the 2022 estimated tax levy resolution as presented. Trustee John Brooks seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Roger Browning, Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. 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.

**#10-B. Marathon property Tax Agreement** – Chancellor Gower recommended approval of the Marathon Property Tax Agreement as follows:



**MARATHON PETROLEUM COMPANY LP**  
**ROBINSON REFINERY REAL PROPERTY TAX**  
**ASSESSMENT SETTLEMENT AGREEMENT**

THIS ROBINSON REFINERY REAL PROPERTY TAX ASSESSMENT SETTLEMENT AGREEMENT (“Agreement”) is made as of the \_\_\_ day of November, 2022, by and between Marathon Petroleum Company LP (“Marathon”) and affiliates, Crawford County, Robinson Township, Robinson Township Road District, Illinois Eastern Community College District No.529, Robinson Community Unit School District No. 2, Robinson Public Library District, Robinson Township Fire Protection District, Crawford County Hospital District, Crawford County Forest Preserve District, and the Crawford County Airport Authority (collectively, the “Taxing Districts”), the Supervisor of Assessments of Crawford County (the “Supervisor of Assessments”), and the Crawford County Board of Review (the “Board of Review”).

WITNESSETH

WHEREAS, Marathon, the Taxing Districts, the Supervisor of Assessments, and the Board of Review (hereinafter referred to collectively as the “Parties”, and individually as “Party”), now voluntarily enter into this Agreement pursuant to the Illinois Property Tax Code (35 ILCS 200/1, *et. seq.*), Article VII, Section 10(a) of the Illinois Constitution (Ill. Const. Art. VII, §10(a)), the Illinois Intergovernmental Cooperation Act (5 ILCS 220/1, *et. seq.*), and all other applicable authority of the Parties; and

WHEREAS, Marathon owns certain real property located within Crawford County, Illinois, which is operated by Marathon as a petroleum refinery, the permanent index real estate tax numbers of which are 05-1-34-000-021-000 and 05-1-34-100-021-000 (collectively, the “Refinery”); and

WHEREAS, Marathon owns certain real property located within the Refinery, which has been certified by the Illinois Pollution Control Board as pollution control facilities under the Illinois Property Tax Code (35 ILCS 200/11-10), the permanent index real estate tax number of which is 05-1-34-000-021-001 (the “Pollution Control Facilities”); and

WHEREAS, the Taxing Districts constitute all of the entities with jurisdiction to levy *ad valorem* real property taxes against the Refinery and the Pollution Control Facilities; and

WHEREAS, the Supervisor of Assessments and the Board of Review are the duly

appointed officials responsible for establishing the assessed value of the Refinery; and

WHEREAS, the Supervisor of Assessments and Board of Review execute this Agreement solely for the purpose of agreeing to implement the terms of **Paragraph 2** of this Agreement as requested by the Parties; and

WHEREAS, the Parties acknowledge that they are entering into this Agreement voluntarily;

NOW, THEREFORE, in consideration of the mutual covenants set forth herein, the sufficiency and receipt of which is hereby acknowledged, the Parties, intending to be legally bound, do hereby agree as follows:

1. The recitals set forth above are incorporated herein as an agreed statement of facts and the Parties stipulate that they are true and correct.

2. Except as provided for in **Paragraph 2(c)**, for tax years 2019 through 2022, the Equalized Assessed Value of the Refinery shall be set at the following values:

**(a) Tax Year 2023**

Equalized Assessed Value:

PIN 05-1-34-000-021-000	\$212,708,317
PIN 05-1-34-100-021-000	<u>\$851,434</u>
TOTAL	\$213,559,751

**Tax Year 2024**

Equalized Assessed Value:

PIN 05-1-34-000-021-000	\$212,708,317
PIN 05-1-34-100-021-000	<u>\$851,434</u>
TOTAL	\$213,559,751

**Tax Year 2025**

Equalized Assessed Value:

PIN 05-1-34-000-021-000	\$212,708,317
PIN 05-1-34-100-021-000	<u>\$851,434</u>
TOTAL	\$213,559,751

**Tax Year 2026**

Equalized Assessed Value:

PIN 05-1-34-000-021-000	\$212,708,317
PIN 05-1-34-100-021-000	<u>    \$851,434</u>
TOTAL	\$213,559,751

- (b) It is the intent of the Parties that the equalized assessed values specified in **Paragraph 2(a)** above will be the final assessments after imposition of all multipliers. If the imposition of a multiplier by the Department of Revenue or any other agency of the State of Illinois would result in an equalized assessed value which differs from the amount specified in this Agreement, the Parties shall make all efforts to correct the assessed value by any statutory means available (such as Certificate of Error) or other means prior to the due date of tax payments.
- (c) The equalized assessed values set forth in **Paragraph 2(a)** above do not include the value of any new improvements, replacements, or additions to the Refinery under construction as of January 1, 2023 or any new improvements, replacements, or additions to the Refinery on which construction commences after January 1, 2023. Any new improvements, replacements, or additions to the Refinery completed subsequent to January 1, 2023 shall be assessed by the Supervisor of Assessments in the year first following completion of the new improvement, replacement, or addition. However, the taxes attributable to the resulting increase in assessed value shall be abated pursuant to the existing, or any succeeding, Robinson/Crawford County Enterprise Zone Ordinance. Furthermore, the equalized assessed values set for in Paragraph 2(a) above shall not be reduced as the result of any new or additional items at the Refinery being certified as pollution control facilities by the Illinois Pollution Control Board.
- (d) For tax years 2027 and thereafter, the equalized assessed value of the Refinery shall be determined in accordance with the provisions of the Illinois Property Tax Code. The terms and conditions of this Agreement shall not affect the determination of the equalized assessed value, or bar any Party from advocating any value for: (1) new improvements, replacements, or additions to the Refinery under construction as of January 1, 2023; (2) any new improvements, replacements, or additions to the Refinery on which construction commences after January 1, 2023; (3) the Refinery as a whole; or (4) the Pollution Control Facilities, after tax year 2026.

3. The equalized assessed values set forth in **Paragraph 2(a)** above do not include the value of any improvements which have been certified by the Illinois Pollution Control Board as pollution control facilities. For tax years 2023 through 2026, the equalized assessed value of the Pollution Control Facilities shall be as determined and published by the Illinois Department of

Revenue.

4. The Parties agree that if any legislative or administrative changes occur in any statutes, laws, rules, regulations, or by court or administrative decisions which would have an effect of increasing or decreasing the equalized assessed value of the Refinery, the equalized assessed value of the Refinery shall remain as specified in this Agreement for tax years 2023 through 2026. The Parties further agree to cooperate in the pursuit of a legal or administrative remedy so as to achieve the equalized assessed values provided in **Paragraph 2(a)** above.

5. If an accidental event such as a fire or natural disaster renders the Refinery unfit for customary use, Marathon may file an application for assessment reduction pursuant to the provisions of 35 ILCS 200/9-180.

6. The Parties agree not to challenge the terms of this Agreement, directly or indirectly, and shall not provide any financial support for litigation or otherwise participate directly or indirectly in litigation seeking to increase or decrease the assessed values set in conformity with **Paragraphs 2 and 3** above, or to increase or decrease any tax payments made or to be made by Marathon as a result of this Agreement. Notwithstanding the foregoing, if any non-party to this Agreement files an appeal or complaint or petition seeking to increase or decrease the assessed value of the Refinery or the assessed value of the Pollution Control Facilities, then the Parties shall have the right and obligation to appear in the proceeding for the purpose of advising the court or administrative agency that they support the validity and enforceability of this Agreement and the assessments set forth in **Paragraph 2(a)** above and taxes to be paid by Marathon as a result of this Agreement. If the Taxing Districts, or any of them, file an appeal, complaint or petition seeking to increase the assessment of the Refinery or the Pollution Control Facilities, Marathon shall have the right to intervene in any such proceedings to enforce the terms of this Agreement and to respond to any and all such allegations. If Marathon files an appeal, complaint or petition seeking to decrease the assessment of the Refinery or the Pollution Control Facilities, any one or more of the Taxing Districts shall have the right to intervene in any such proceedings to enforce the terms of this Agreement and to respond to any and all such allegations.

7. The Agreement shall be in full force and effect until December 31, 2027.

Notwithstanding termination of this Agreement:

- (a) Each Party may exercise its rights under this Agreement and each Party shall have all its obligations under this Agreement after December 31,

2027, but only with respect to levies, assessments, and taxes or litigation associated therewith for tax years 2013 through 2026; and

- (b) Each Party may initiate litigation with regard to any claim of breach of any terms or conditions of this Agreement by any other Party within the applicable time period of any statute of limitations or statute of repose, but in no event later than December 31, 2027; and
- (c) It is expressly understood that prior to termination of this Agreement any Party to this Agreement has the right to prepare for matters relating to the assessed valuation of the Refinery and Pollution Control Facilities for tax years 2027 and thereafter.

8. This Agreement shall become effective upon execution of the Agreement by all Parties and shall be null and void and of no force or effect whatsoever unless all Parties approve and execute this Agreement in full.

9. Marathon shall not file, nor be a party to, nor provide any financial support to, any tax rate objection or tax objection complaint against any of the Taxing Districts for tax years 2023 through 2026.

10. The Parties acknowledge that the assessments set forth in **Paragraph 2(a)** are the result of a compromise relating to the real property tax assessment of the Refinery and the Pollution Control Facilities. The terms and conditions of this Agreement shall not affect the determination of the equalized assessed value, or bar any Party from advocating any value of the Refinery or Pollution Control Facilities, after tax year 2026.

11. The Parties to this Agreement acknowledge and agree that the legal remedies available to the Parties for a breach of this Agreement are inadequate and that each Party may seek and is entitled to the remedy of specific performance, injunctive relief, and any other appropriate remedy. Should any Party or Parties breach this Agreement, all the other Parties agree to join in any action to enforce this Agreement.

12. If a court of competent jurisdiction determines that any provision of this Agreement is void or unenforceable, then this entire Agreement shall be void and unenforceable.

13. To the extent permitted by law, the provisions of this Agreement shall supersede any and all legislation, statutes, ordinances, policies, resolutions, codes, and regulations that may conflict with the provisions of this Agreement.

14. The Parties to this Agreement shall take all actions reasonable and necessary to defend the validity of this Agreement and to defend all actions taken and all documents executed pursuant to or in connection with this Agreement, and shall take no action, directly or indirectly, to seek to frustrate the terms or intent of this Agreement.

15. The execution of this Agreement has been duly authorized by the governing Board of each of the Taxing Districts and by the corporate authorities of Marathon.

16. This Agreement may be executed in any number of counterparts with the same effect as if the signature to each counterpart were upon the same instrument.

17. This Agreement shall bind and inure to the benefit of the Parties hereto and their respective heirs, successors, transferees, and assigns. The Parties hereto intend that the provisions hereof shall benefit only the Parties hereto and do not intend this Agreement to benefit any person or entity that is not a party to this Agreement.

18. This Agreement contains the complete and entire agreement of the Parties and supersedes any prior understandings, agreements, or representations by or between the Parties, written or oral, which may be related in any way to the subject matter hereof.

19. This Agreement shall be governed by and interpreted in accordance with the laws of the State of Illinois, the State in which this Agreement is deemed to have been executed and delivered.

20. The Parties agree that any disputes arising out of, related to, or in any way connected to the subject matter of this Agreement shall be litigated, if at all, solely in the Circuit Court for the Second Judicial Circuit, Crawford County, Illinois.

**Board Action:** Trustee Brenda Culver made a motion to approve the Marathon Property Tax Agreement as presented. Trustee Jan Ridgely seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Roger Browning, Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. 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.

**#10-C. FY2022 Audit:** Ryan Hawkins reviewed the FY2022 Audit with the Board, and asked that approval be given to pass the resolution and forward the audit to the Illinois Community College Board.

**RESOLUTION OF THE BOARD OF TRUSTEES**  
**ANNUAL AUDIT**

WHEREAS, 110 ILCS 805/3-22.1 of the Illinois Public Community College Act requires the conduct of an annual audit for Illinois Eastern Community College District 529,

WHEREAS, it is required that the Board of Trustees review and accept the annual audit.

WHEREAS, it is required that the audit be submitted to the Illinois Community College Board,

THEREFORE, SO BE IT RESOLVED, that the Board of Trustees of Illinois Eastern Community College District #529, accepts and approves the annual audit of the district as submitted by Martin Hood LLP.

FURTHER, BE IT RESOLVED, that the Board of Trustees of Illinois Eastern Community Colleges District 529 authorizes the Chancellor to submit the audit to the Illinois Community College Board.

By order of the Board of Trustees.

ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529

\_\_\_\_\_ November 15, 2022  
Chairman Date

\_\_\_\_\_ November 15, 2022  
Pro Tempore Secretary Date

**Board Action:** Trustee John Brooks made a motion to approve the Annual Audit as presented. Trustee Roger Browning seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Roger Browning, Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. 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.

**#10-D. Annual Financial Report:** Ryan Hawkins reviewed the Annual Financial Report and recommended Board approval to publish the document locally, pursuant to Section 3-22.2 of the Public Community College Act.



**ILLINOIS EASTERN COMMUNITY COLLEGES DISTRICT NO. 529**  
**ANNUAL FINANCIAL REPORT**  
**For the Fiscal Year Ended June 30, 2022**

Community College District No. 529 Counties of Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Richland, Wabash, Wayne, and White, State of Illinois

Total District Assessed Valuation: \$ 1,840,036,736  
 Total District Bonded Debt: \$ 5,395,000

Tax Revenues:	<u>Extensions</u>	<u>Rates</u>
Education Fund	\$ 3,175,000	0.00175
Operations and Maintenance Fund	\$ 1,375,000	0.00075
Bond and Interest Fund	\$ 1,934,212	0.00105
Liability, Protection, and Settlement Fund	\$ 1,040,000	0.00057
Audit Fund	\$ 70,000	0.00004
Protection, Health, and Safety	\$ 213,741	0.00038

**STATEMENT OF REVENUE AND EXPENDITURES**  
**For the Fiscal Year Ended 2022**

<u>REVENUE BY SOURCE</u>	<u>Education Fund</u>	<u>Operations &amp; Maintenance Fund</u>	<u>Debt Service Fund</u>	<u>Other Tax Funds</u>
Local Government	\$ 4,195,823	\$ 2,502,276	\$ 1,854,968	\$ 1,304,198
State Government	13,407,632	-	-	-
Federal Government	2,465,463	305,732	-	622,693
Student Tuition and Fees	10,998,060	1,047,083	-	-
Other Sources	480,829	117,679	-	76,916
<b>TOTAL REVENUE</b>	<b>31,547,807</b>	<b>3,972,770</b>	<b>1,854,968</b>	<b>2,003,807</b>
 <u>EXPENDITURES BY PROGRAM</u>				
Instruction	12,571,796	-	-	-
Academic Support	486,835	-	-	-
Student Services	2,005,422	-	-	-
Public Services	4,234	-	-	-
Auxiliary Enterprises	9,099	-	-	-
Operation and Maintenance of Plant	47,952	3,257,718	-	-
Institutional Support	6,658,119	343,228	1,818,370	4,048,638
Scholarships, Student Grants, and Waivers	4,917,633	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>26,701,090</b>	<b>3,600,946</b>	<b>1,818,370</b>	<b>4,048,638</b>
<b>OTHER FINANCING USES: Operating Transfers-In / (Out)</b>	<b>(1,247,461)</b>	<b>-</b>	<b>-</b>	<b>-</b>
 Excess (or Deficiency) of Revenue over Expenditures and Other Financing Uses	 3,599,256	 371,824	 36,598	 (2,044,831)
 FUND BALANCE (Deficit), July 1, 2021	 14,584,646	 3,531,656	 481,485	 7,295,750
 FUND BALANCE (Deficit), June 30, 2022	 \$ 18,183,902	 \$ 3,903,480	 \$ 518,083	 \$ 5,250,919

Illinois Eastern Community Colleges District 529 is one of thirty-nine tax supported community college districts in the State recognized by the Illinois Community College Board and Illinois Board of Higher Education, and offers a wide variety of educational opportunities. IECC delivers educational offerings from its four locations; Frontier Community College, Lincoln Trail College, Olney Central College, and Wabash Valley College, in all or portions of 12 counties.

The District offers degrees in Associate in Arts, Associate in Science, Associate in Science and Arts, Associate in General Studies, Associate Degree Nursing, Certificate in General Studies and Certificates in (8) eight Vocational Skills areas and GECC Credential.

Frontier Community College offers (17) seventeen Certificates in Career and Technical Education and (7) seven Associate in Applied Science degrees.

Lincoln Trail College offers (19) nineteen Certificates in Career and Technical Education and (5) five Associate in Applied Science Degrees in Career and Technical Education.

Olney Central College offers (27) twenty-seven Certificates in Career and Technical Education and (14) fourteen Associate in Applied Science Degrees in Career and Technical Education.

Wabash Valley College offers (29) twenty-nine Certificates in Career and Technical Education and (14) fourteen Associate in Applied Science Degrees in Career and Technical Education.

Annual Enrollment Data by Semester, including Summer Term:

Headcount: 17,241	Full-time Equivalent: 2,927
Staff Data: Full-time 287	Part-time: 538

All accounts of said Illinois Eastern Community Colleges District No. 529 were audited by Martin Hood LLC, Certified Public Accountants, for the fiscal year July 1, 2021, through June 30, 2022.

Dated at Olney, Illinois, this 15th day of November 2022.

Chairman, Board of Trustees: \_\_\_\_\_

Gary Carter

Pro Tempore Secretary, Board of Trustees: \_\_\_\_\_

Barbara Shimer

Treasurer, Board of Trustees: \_\_\_\_\_

Ryan Hawkins

Illinois Eastern Community Colleges District No. 529 does not discriminate on the basis of race, color, sex, pregnancy, gender identity,

sexual orientation, age, marital status, parental status, religious affiliation, veteran status, national origin, ancestry, order of protection status, conviction record, physical or mental disability, genetic information, or any other protected category. Illinois Eastern Community Colleges adheres to the Federal Regulations of the Americans with Disabilities Act of 1990 and offers appropriate services or activities with reasonable accommodations to any qualified disabled individual upon requests. Inquiries regarding compliance with the policy may be directed to:

Equal Opportunity Officers:

Bonnie Chaplin, IECC District Office, Olney, IL

Paul Bruinsma, Frontier Community College, Fairfield, IL

Jackie Shamhart, Lincoln Trail College, Robinson, IL

Michael Conn, Olney Central College, Olney, IL

Katie Hinderliter, Wabash Valley College, Mt. Carmel, IL

**Board Action:** Student Trustee Raechel Hnetkovsky made a motion to approve the Annual Financial Report as presented. Trustee Brenda Culver seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Roger Browning, Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. 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.

**#10-E. Purchase of two 2019 Wabash Trailers:** Chancellor Gower recommended the Board approve the purchase of two 2019 Wabash trailers to assist with the Truck Driving program at Wabash Valley College.

**Board Action:** Trustee Jan Ridgely made a motion to approve the purchase. Trustee Brady Waldrop seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Roger Browning, Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. 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.

**#10-F. Resolution to Invest in ISDLAF:** Chancellor Gower recommended the Board's approval of the Authorizing Resolution to allow the Treasurer of the Board to utilize the ISDLAF as an additional investment source for the District.

**RESOLUTION AUTHORIZING OR REAUTHORIZING  
PARTICIPATION IN “THE FUND”**

**A RESOLUTION FOR FORMAL APPROVAL OF THE TREASURER’S PARTICIPATION IN THE FUND BY THE  
BOARD OF THE SCHOOL DISTRICT OR COMMUNITY COLLEGE ON BEHALF OF WHICH THE TREASURER  
ACTS**

**WHEREAS** this Board deems it to be in the best interest of Illinois Eastern Community Colleges District #529, (*insert name of School District or Community College*) to participate in the **Illinois School District Liquid Asset Fund Plus** (the “Fund”); and

**WHEREAS**, this Board deems it to be in the best interest of this school entity for its Treasurer to make use of, from time to time, the Fund and its programs, including the Multi-Class Series (Liquid Class and MAX Class), Term Series, Fixed Income Investments, and other Fund services that may be offered by the Trustees of the Fund; and

**WHEREAS**, this Board deems it to be in the best interest of this school entity for its Treasurer to make use of, from time to time, PMA Financial Network, LLC, PMA Securities, LLC, Prudent Man Advisors, LLC and Harris N.A., and/or their successors; and

**WHEREAS**, various materials regarding the Fund have been presented to this Board, including copies of its Information Statement and Declaration of Trust,

**NOW, THEREFORE, BE IT RESOLVED BY THIS BOARD:**

- That the Board authorizes (or reauthorizes) its participation in the Fund by the Treasurer of this school entity; and
- That the Treasurer or those acting on behalf of the Treasurer shall invest the school entity’s available funds from time to time and withdraw such funds from time to time in accordance with the provisions of the Declaration of Trust; and
- That the Treasurer or those acting on behalf of the Treasurer shall make use of, from time to time, Fixed Income Investments offered by the Fund and which are legal under Illinois investment statutes, including but not limited to 30 ILCS235 and that which are also permitted by this school entity’s investment policy; and
- That monies of this entity may be invested at the discretion of the Treasurer or those acting on behalf of the Treasurer through the intermediaries PMA Securities, LLC, PMA Financial Network, LLC, and Prudent Man Advisors, LLC and/or their successors; and
- That the entity may open depository accounts, make permitted investments, enter into wire transfer agreements, safekeeping agreements, third party surety agreements securing deposits, collateral agreements, letters of credit, and lockbox agreements with institutions participating in Fund programs including Harris N.A., its successor, or programs of PMA Financial Network, LLC and PMA Securities, LLC, and that any depository institutions shall be deemed eligible depositories for District funds per Illinois School Code Section 8-7. Monies of this entity may be deposited in financial institutions, from time to time in the discretion of the Authorized Officials, pursuant to the Fixed Income Investment Program available to participants of the Fund through the intermediaries PMA Financial Network, LLC and PMA Securities, LLC PMA Financial Network LLC and/or PMA Securities, LLC are authorized to act on behalf of this school entity as its agent with respect to such accounts and agreements; and
- That the Treasurer or those acting on behalf of the Treasurer may execute documents, financial planning contracts, financial advisory contracts and other applicable agreements, as necessary, with PMA Financial Network, LLC, PMA Securities, LLC, Prudent Man Advisors, LLC, and BMO Harris Bank, and/or their successors. The following individuals, or their successors, currently holding the office or position are designated as “Authorized Officials” with full power and authority to effectuate the investment and withdrawal of monies, contracts and agreements on behalf of this school entity.

**Name:** Ryan Hawkins      **Position:** CFO      **Signature:** \_\_\_\_\_

**Name:** Ryan Gower      **Position:** Chancellor      **Signature:** \_\_\_\_\_

**It is hereby certified that** Illinois Eastern Community Colleges District #529, the Treasurer of which is Ryan Hawkins **adopted this Resolution at a duly convened meeting of the Board of the entity held on the** 15<sup>th</sup> **day of** November, 2022, **and that such Resolution is in full force and effect on this date, and that such Resolution has not been modified, amended, or rescinded since its adoption.**

\_\_\_\_\_  
**Secretary of the Board**

**AGENDA #11 – “Bid Committee Report”** – None.

**AGENDA #12 – “District Finance”** – The following district financial matters were presented by CFO and Treasurer, Ryan Hawkins:

**#12-A. Financial Reports:** The monthly financial reports were presented, including the treasurer's report, showing the balance in all funds as of October 31, 2022.

**#12-B. Approval of Financial Obligations:** District financial obligations (Listing of Board Bills) for November 2022, totaling \$3,207,675.47, were presented for approval.

**Board Approval for Payment of Financial Obligations:** Trustee Jan Ridgely made a motion to approve payment of district financial obligations for November 2022, in the amounts listed. Trustee Roger Browning seconded the motion and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks, Roger Browning, Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. 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 #13 – “Executive Session”** – None.

**AGENDA #14 – “Approval of Executive Session Minutes”** – Trustee Brenda Culver made motion to approve written and audio executive session minutes of a closed session held during the regular meeting, Tuesday, October 18, 2022, as presented. Raechel Hnetkovsky seconded the motion and the following trustees voted yea: John Brooks, Roger Browning, Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. 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 #15 – “Approval of Personnel Report”** – Andrea McDowell reviewed the following Personnel Report and the Chancellor recommended approval.

#### **400.1. Employment of Personnel**

##### **A. Faculty**

1. Kristina Isaac, Nursing Instructor, OCC/WVC, effective January 3, 2023.
2. Benjamin Bomer, Chemistry Instructor, WVC, effective January 3, 2023.

##### **B. Professional, Non-Faculty, Exempt**

1. Matthew McCue, Head Baseball Coach, FCC, effective October 24, 2022.
2. Sonja Music, Assistant Director, HR, Employee Achievement, DO, effective November 21, 2022.

**C. Classified**

1. Jennifer Dunn, Student Services Specialist, FCC/DO, effective November 21, 2022.
2. Donna Sigler, Office Assistant, WVC, effective November 21, 2022.

**400.2. Change in Status**

**A. Professional, Non-Faculty, Exempt**

1. Tabatha Niduaza, Director of Academic Success Center, WVC, to Director of Instructional Services, WVC, effective November 21, 2022.

**400.3. Temporary Employment**

**A. Professional, Non-Faculty, Non-Exempt**

1. Fawna Forrest, HR Coordinator, DO, effective January 3, 2023.

**400.4. Special Assignment (Attachment)**

**400.5. Approval to Hire Prior to December Board Meeting, Student Success Coach, WVC-FCC & LTC-OCC**

**400.6. Resignation Ratification**

**A. Faculty**

1. Heather Sandy, Art Instructor, OCC, effective December 31, 2022.

**400.7. Retirement Ratification**

**A. Faculty**

1. Wanda Douglas, Nursing Instructor, OCC, effective January 1, 2023.

**B. Classified**

1. Lawrence Harbaugh, Jr., Custodian, OCC, effective November 1, 2022.

**#15- Board Action to Approve Personnel Report:** Trustee Brenda Culver made a motion to approve the Personnel Report as presented. Trustee Raechel Hnetkovsky seconded the motion, and on a recorded roll call vote ordered by the Chair the following trustees voted yea: John Brooks,

Roger Browning, Gary Carter, Brenda Culver, Jan Ridgely, Barbara Shimer, Brady Waldrop. 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 #16 – “Collective Bargaining”** None.

**AGENDA #17 – “Litigation”** – Chancellor Gower provided an update on ongoing litigation.

**AGENDA #18 – “Other Items”** – None.

**AGENDA #19 – “Adjournment”** – Trustee Waldrop made a motion to adjourn. Trustee Culver seconded the motion. The Chair asked trustees in favor of the motion to say “Aye” and those opposed to say “No.” The voice vote was taken. The Chair declared the “Ayes” have it, the motion is adopted, and the meeting was adjourned at 8:44 p.m.

MEMORANDUM

TO: Board of Trustees

FROM: Ryan Gower

DATE: December 13, 2022

RE: Policy 300.17

The Cabinet has reviewed its business policy and procedures for use of college facilities. In doing so, general language updates have been made to Policy 300.17 – Use of Facilities.

I would ask the Board waive the second reading and approve changes to Policy 300.17.

RG/akb  
Attachment



**Use of Facilities (300.17)**

Date Adopted: December 19, 1989

Revised: December 13, 2022 (Pending Board Approval)

District-owned ~~buildings~~ facilities and equipment may be made available for use by ~~non-college groups~~ outside entities, ~~provideding~~ such use does not interfere with ~~the~~ regular education functions ~~of the colleges~~ and/or college-related activities.

Regulations and limitations shall be established for such use and a procedure shall ~~provide be outlined as~~ guidelines for usage of ~~college and~~ district ~~property facilities~~.

~~Groups~~ Outside entities using ~~these~~ IECC facilities and equipment must be responsible for damages sustained by such use and will be required to furnish/~~provide proof of proper~~ sufficient liability insurance, as appropriate. ~~if needed, and provide proof of such insurance~~. ~~College District policies, procedures,~~ regulations, and applicable laws must be followed.

A fee schedule for use of facilities ~~and equipment~~ will be established and maintained up to date ~~via recommendations presented for approval~~ by the Board of Trustees.

MEMORANDUM

TO: Board of Trustees  
FROM: Ryan Gower  
DATE: December 13, 2022  
RE: Affiliation Agreements

An affiliation agreement is a formal contract between the educational institution and the facility or business where the student(s) will have the experience. It identifies the responsibilities and liabilities of the various parties covered by the contract. Students engaged in these placements are not paid and the experience is required for completion of the program.

IECC wishes to enter into a standard clinical affiliation agreement with the following organizations:

- Jasper County Ambulance
- Lawrence County Ambulance Service
- United Life Car Ambulance Service

IECC wishes to enter into a standard non-clinical affiliation agreement with the following organization:

- Edwards County Clerk & Recorder

IECC wishes to enter into non-standard clinical affiliation agreement with the following organization:

- Good Samaritan- Vincennes, IN

IECC wishes to enter into a negotiated clinical affiliation agreement with the following organization:

- Hamilton Memorial Hospital

I ask the Board's approval of this affiliation agreement.

RG/sc

**ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529**

**Frontier Community College | Lincoln Trail College | Olney Central College | Wabash Valley College**

**CLINICAL AFFILIATION AGREEMENT**

THIS AGREEMENT is made and entered into as of the date of last signature by and between ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529, FRONTIER COMMUNITY COLLEGE, LINCOLN TRAIL COLLEGE, OLNEY CENTRAL COLLEGE and WABASH VALLEY COLLEGE, for its degree and certificate programs (hereinafter

referred to as DISTRICT #529) and \_\_\_\_\_

\_\_\_\_\_ (hereinafter referred to as AGENCY): of \_\_\_\_\_ (city)

(state)

\_\_\_\_\_.

WITNESSETH THAT:

WHEREAS, DISTRICT #529 desires to make use of the AGENCY'S facilities for clinical laboratory practice by students of the DISTRICT, and

WHEREAS, the AGENCY has agreed to make its facilities available to the students and IECC Faculty of DISTRICT #529 for the desired purpose,

NOW THEREFORE, for consideration of the mutual covenants and acts to be kept and performed by the parties hereto, the parties do herewith agree as follows:

1. The AGENCY agrees to make its facilities available in all areas of patient care which are appropriate for educational experiences for observation and participation by the students and IECC Faculty and/or staff of the DISTRICT #529, subject to the conditions and limitations contained herein.

2. The arrangements for use of said facilities of the AGENCY will be made by the designated employee(s) on behalf of DISTRICT #529 and the Administrator, and the Director of Nursing Service or Department Supervisor on behalf of the AGENCY. The

plan and program will be organized and agreed to by said persons prior to the commencement of the courses.

3. DISTRICT #529 will be responsible for the teaching and guidance of the students in the clinical laboratory experience and will be available to the students.

The specific assignment of learning experiences to specific students will be made and arranged by the IECC Faculty on behalf of DISTRICT #529, in consultation with the Head Nurse, Department Supervisor, or Coordinator on behalf of the AGENCY. IECC Faculty assumes full responsibility and supervision of the students during their laboratory experience in the AGENCY.

4. The use of AGENCY facilities will be consistent with, and in conformity with all applicable rules, regulations, and policies of the AGENCY; and the IECC Faculty on behalf of DISTRICT #529 will be responsible for maintaining proper standards of patient care and safeguard of patients assigned to students. The AGENCY professional personnel will retain full and final decisions for patient care assigned to students.

5. Supervision of the health of all students making use of any of the AGENCY'S facilities, as contemplated herein; will be the responsibility of DISTRICT #529 and will comply with the policies of the health AGENCY.

IECC Faculty and students assigned to or making use of any clinical area of the AGENCY under the contemplated program, will meet the health requirements of the AGENCY.

This agreement forbids discrimination against any student on the basis of race, color, sex, pregnancy, gender identity, sexual orientation, age, marital status, parental status, religious affiliation, veteran status, national origin, ancestry, order of protection

status, conviction record, physical or mental disability, genetic information, or any other protected category.

Prior to the use of any AGENCY facilities, under the contemplated program, DISTRICT #529 will furnish the AGENCY, upon request, a medical record for each participating student showing that said student fully complies with the health requirements required by the AGENCY.

6. The IECC Faculty of DISTRICT #529 participating in the program will receive an orientation to the AGENCY by the appropriate AGENCY staff. DISTRICT #529 Faculty participating in the program may be included in demonstrations of new equipment and techniques. Each new IECC Faculty member of DISTRICT #529 participating in the program will arrange with the appropriate department director or supervisor, on behalf of the AGENCY, for an orientation prior to the assignment of the new IECC Faculty member to any clinical area.

7. DISTRICT #529 will provide orientation for the educational program for the AGENCY staff.

8. The AGENCY'S facilities may be available for DISTRICT #529 continuing educational program on a pre-planned project basis; the arrangements for such to be made with the department director, supervisor, or Director of Nursing Service on behalf of the AGENCY, and by the IECC Faculty, Department Head, and/or Associate Dean, on behalf of DISTRICT #529.

9. The students and IECC Faculty will respect the confidential nature of all information which may come to them with regard to patients and AGENCY records.

10. Neither party hereto will be paid any monetary reimbursement as such by the other party heretofore for the contemplated program, or for use of either party's

facilities by the other party. Neither party heretofore will have any responsibilities or liabilities to the other party, or its employees, or students, or anyone participating in the contemplated program.

11. IECC Faculty and students shall be covered by occurrence type professional liability insurance in the amount of one million (\$1,000,000) per occurrence and five million (\$5,000,000) annual aggregate prior to any assignment for practice at the AGENCY.

12. The AGENCY will supply dressing rooms and space for storage of clothing not in use while students are practicing at the AGENCY, and conference room facilities for use of IECC Faculty and students.

13. This agreement will remain in effect until July 1, 2024 at which time it will be reviewed for renewal. Either party hereto may terminate this AGREEMENT by at least one (1) school calendar year's written notice to the other party. All students enrolled in DISTRICT #529 and participating in the program contemplated herein at the time that notice to terminate this AGREEMENT is given by either party to the other, shall be permitted to complete their laboratory experience needed for graduation at the AGENCY.

IN WITNESS WHEREOF, the undersigned signatures have caused this instrument to be executed by its duly authorized officials the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

ILLINOIS EASTERN COMMUNITY COLLEGES DISTRICT #529

Signature: \_\_\_\_\_  
Chair, IECC Board of Trustees

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Illinois Eastern Community Colleges District No. 529 does not discriminate on the basis of race, color, sex, pregnancy, gender identity, sexual orientation, age, marital status, parental status, religious affiliation, veteran status, national origin, ancestry, order of protection status, conviction record, physical or mental disability, genetic information, or any other protected category. Illinois Eastern Community Colleges adheres to the Federal Regulations of the Americans with Disabilities Act of 1990 and offers appropriate services or activities with reasonable accommodations to any qualified disabled individual upon requests.

**ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529**

Frontier Community College | Lincoln Trail College | Olney Central College | Wabash Valley College

**NON-CLINICAL AFFILIATION AGREEMENT**

THIS AGREEMENT is made and entered into as of the date of last signature by and between ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529, FRONTIER COMMUNITY COLLEGE, LINCOLN TRAIL COLLEGE, OLNEY CENTRAL COLLEGE and WABASH VALLEY COLLEGE, for its degree and certificate programs

(hereinafter referred to as DISTRICT #529) and \_\_\_\_\_

\_\_\_\_\_ (hereinafter referred to as AGENCY): of \_\_\_\_\_  
(state) (city)

\_\_\_\_\_.

WITNESSETH THAT:

WHEREAS, DISTRICT #529 desires to make use of the AGENCY'S facilities for Internships by students of the DISTRICT, and

WHEREAS, the AGENCY has agreed to make its facilities available to the students and faculty of DISTRICT #529 for the desired purpose,

NOW THEREFORE, for consideration of the mutual covenants and acts to be kept and performed by the parties hereto, the parties do herewith agree as follows:

1. The AGENCY agrees to make its facilities available for internship training subject to the conditions and limitations contained herein.
2. The arrangements for use of said facilities of the AGENCY will be made by the designated employee(s) on behalf of DISTRICT #529 and the Sponsoring Department on behalf of the AGENCY. The plan and program will be organized and agreed to by said persons



prior to the commencement of the training.

3. DISTRICT #529 Program Coordinator will provide faculty contact information to the student(s) and AGENCY supervisor of the student(s). The specific assignment of learning experiences will be made and arranged by the AGENCY Supervisor, in consultation with the DISTRICT #529 Program Coordinator. The Program Coordinator will periodically visit the AGENCY for the purpose of evaluation and discussion with the AGENCY Supervisor.

4. The use of AGENCY facilities will be consistent with, and in conformity with all applicable rules, regulations, and policies of the AGENCY. The student(s) will be given the same consideration as employees in regard to safety, health and general employment conditions. The AGENCY will retain full and final decisions for assignments made to the student(s). The DISTRICT #529 Program Coordinator will be notified of any concerns or issues during the internship. The student(s) shall be subject to discharge at any time because of inefficiency or because of conditions within the AGENCY. This process will be cleared through the DISTRICT #529 Program Coordinator who will remove the student(s) from the internship.

This agreement forbids discrimination against any student on the basis of race, color, sex, pregnancy, gender identity, sexual orientation, age, marital status, parental status, religious affiliation, veteran status, national origin, ancestry, order of protection status, conviction record, physical or mental disability, genetic information, or any other protected category.

5. If a physical exam or TB test is required, these will be scheduled at the expense of the student.

6. The student(s) and Program Coordinator will respect the confidential nature of all information which may come to them with regard to patients and AGENCY records.

7. The status of the student intern(s) should be that of student learner(s). Any schedule of compensation shall be agreed on by the AGENCY, DISTRICT #529 Program Coordinator and student(s). Compensation is not a requirement. Neither DISTRICT #529 or AGENCY hereto will be paid any monetary reimbursement as such by the other party heretofore for the contemplated program, or for use of either party's facilities by the other party. Neither party heretofore will have any responsibilities or liabilities to the other party, or its employees, or students, or anyone participating in the contemplated program. Student(s) shall be covered by professional liability insurance through DISTRICT #529 prior to any assignment at the AGENCY.

8. This agreement will remain in effect until July 1, 2024 at which time it will be reviewed for renewal. Either party hereto may terminate this AGREEMENT by at least one (1) school calendar year's written notice to the other party. All students enrolled in DISTRICT #529 degree and certificate programs, and participating in the program contemplated herein at the time that notice to terminate this AGREEMENT is given by either party to the other, shall be permitted to complete their experience needed for graduation at the AGENCY.

IN WITNESS WHEREOF, the undersigned signatures have caused this instrument to be executed by its duly authorized officials the \_\_\_\_\_ day of \_\_\_\_\_

ILLINOIS EASTERN COMMUNITY COLLEGES DISTRICT #529

\_\_\_\_\_  
Administrator, Hospital or Agency

\_\_\_\_\_  
Chair, IECC Board of Trustees

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

Illinois Eastern Community Colleges District No. 529 does not discriminate on the basis of race, color, sex, pregnancy, gender identity, sexual orientation, age, marital status, parental status, religious affiliation, veteran status, national origin, ancestry, order of protection status, conviction record, physical or mental disability, genetic information, or any other protected category. Illinois Eastern Community Colleges adheres to the Federal Regulations of the Americans with Disabilities Act of 1990 and offers appropriate services or activities with reasonable accommodations to any qualified disabled individual upon request.

**ANNUAL LETTER OF RENEWAL OF  
PRACTICAL EDUCATION AFFILIATION AGREEMENT BETWEEN  
ILLINOIS EASTERN COMMUNITY COLLEGES  
AND  
GOOD SAMARITAN**

THIS ANNUAL LETTER OF RENEWAL (“Letter”), entered into between ILLINOIS EASTERN COMMUNITY COLLEGES (“University”), and GOOD SAMARITAN (“Facility” and together with University the “Parties” with each individually a “Party”), shall serve to extend the Term of the Practical Education Affiliation Agreement (“Agreement”) between the Parties for One (1) Year, and is effective as of the latest date executed by the Parties.

WHEREAS, it is to the mutual benefit of Facility and University to cooperate in educational programs pursuant to the existing Agreement dated on or about, December 14, 2021 and

WHEREAS, pursuant to Section 6.1 of the Agreement, the Parties wish to hereby extend the Term of the Agreement for an additional One (1) Year period,

NOW THEREFORE, for and in consideration of the mutual covenants and agreements set forth herein, the receipt and sufficiency of which is hereby acknowledged, the Parties hereby agree as follows:

The Agreement is hereby renewed for an additional One (1) Year period, beginning on the date of the final signature below.

ILLINOIS EASTERN COMMUNITY COLLEGES GOOD SAMARITAN  
 (“University”) (“Facility”)

\_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

\_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

**ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529**  
Frontier Community College | Lincoln Trail College | Olney Central College |  
Wabash Valley College

**CLINICAL AFFILIATION AGREEMENT**

THIS AGREEMENT is made and entered into as of the date of last signature by and between ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT #529, FRONTIER COMMUNITY COLLEGE, LINCOLN TRAIL COLLEGE, OLNEY CENTRAL COLLEGE and WABASH VALLEY COLLEGE, for its degree and certificate programs (hereinafter referred to as DISTRICT #529) and \_\_\_\_\_  
\_\_\_\_\_ (hereinafter referred to as AGENCY): of \_\_\_\_\_.

WITNESSETH THAT:

WHEREAS, DISTRICT #529 desires to make use of the AGENCY'S facilities for clinical laboratory practice by students of the DISTRICT, and

WHEREAS, the AGENCY has agreed to make its facilities available to the students and IECC Faculty of DISTRICT #529 for the desired purpose,

NOW THEREFORE, for consideration of the mutual covenants and acts to be kept and performed by the parties hereto, the parties do herewith agree as follows:

14. The AGENCY agrees to make its facilities available in all areas of patient care which are appropriate for educational experiences for observation and participation by the students and IECC Faculty and/or staff of the DISTRICT #529, subject to the conditions and limitations contained herein.

15. The arrangements for use of said facilities of the AGENCY will be made by the designated employee(s) on behalf of DISTRICT #529 and the Administrator, and the

Director of Nursing Service or Department Supervisor on behalf of the AGENCY. The plan and program will be organized and agreed to by said persons prior to the commencement of the courses.

16. DISTRICT #529 will be responsible for the teaching and guidance of the students in the clinical laboratory experience and will be available to the students.

The specific assignment of learning experiences to specific students will be made and arranged by the IECC Faculty on behalf of DISTRICT #529, in consultation with the Head Nurse, Department Supervisor, or Coordinator on behalf of the AGENCY. IECC Faculty assumes full responsibility and supervision of the students during their laboratory experience in the AGENCY.

17. The use of AGENCY facilities will be consistent with, and in conformity with all applicable rules, regulations, and policies of the AGENCY; and the IECC Faculty on behalf of DISTRICT #529 will be responsible for maintaining proper standards of patient care and safeguard of patients assigned to students. The AGENCY professional personnel will retain full and final decisions for patient care assigned to students.

18. Supervision of the health of all students making use of any of the AGENCY'S facilities, as contemplated herein; will be the responsibility of DISTRICT #529 and will comply with the policies of the health AGENCY, including but not limited to, a satisfactory background check and negative drug screen.

IECC Faculty and students assigned to or making use of any clinical area of the AGENCY under the contemplated program, will meet the health requirements of the AGENCY.

This agreement forbids discrimination against any student on the basis of race, color, sex, pregnancy, gender identity, sexual orientation, age, marital status, parental status, religious affiliation, veteran status, national origin, ancestry, order of protection status, conviction record, physical or mental disability, genetic information, or any other protected category.

Prior to the use of any AGENCY facilities, under the contemplated program, DISTRICT #529 will furnish the AGENCY, upon request, a medical record for each participating student showing that said student fully complies with the health requirements required by the AGENCY.

19. The IECC Faculty of DISTRICT #529 participating in the program will receive an orientation to the AGENCY by the appropriate AGENCY staff. DISTRICT #529 Faculty participating in the program may be included in demonstrations of new equipment and techniques. Each new IECC Faculty member of DISTRICT #529 participating in the program will arrange with the appropriate department director or supervisor, on behalf of the AGENCY, for an orientation prior to the assignment of the new IECC Faculty member to any clinical area.

20. DISTRICT #529 will provide orientation for the educational program for the AGENCY staff.

21. The AGENCY'S facilities may be available for DISTRICT #529 continuing educational program on a pre-planned project basis; the arrangements for such to be made with the department director, supervisor, or Director of Nursing Service on behalf of the AGENCY, and by the IECC Faculty, Department Head, and/or Associate Dean, on behalf of DISTRICT #529.

22. The students and IECC Faculty will respect the confidential nature of all

information which may come to them with regard to patients and AGENCY records.

23. Neither party hereto will be paid any monetary reimbursement as such by the other party heretofore for the contemplated program, or for use of either party's facilities by the other party. Neither party heretofore will have any responsibilities or liabilities to the other party, or its employees, or students, or anyone participating in the contemplated program.

24. IECC Faculty and students shall be covered by occurrence type professional liability insurance in the amount of one million (\$1,000,000) per occurrence and five million (\$5,000,000) annual aggregate prior to any assignment for practice at the AGENCY.

25. The AGENCY will supply dressing rooms and space for storage of clothing not in use while students are practicing at the AGENCY, and conference room facilities for use of IECC Faculty and students.

26. This agreement will remain in effect until July 1, 2024 at which time it will be reviewed for renewal. Either party hereto may terminate this AGREEMENT by at least one (1) school calendar year's written notice to the other party. All students enrolled in DISTRICT #529 and participating in the program contemplated herein at the time that notice to terminate this AGREEMENT is given by either party to the other, shall be permitted to complete their laboratory experience needed for graduation at the AGENCY.

IN WITNESS WHEREOF, the undersigned signatures have caused this instrument to be executed by its duly authorized officials the day of \_\_\_\_\_, \_\_\_\_\_.



ILLINOIS EASTERN  
COMMUNITY COLLEGES  
DISTRICT #529

Signature: \_\_\_\_\_  
Chair, IECC Board of Trustees

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Illinois Eastern Community Colleges District No. 529 does not discriminate on the basis of race, color, sex, pregnancy, gender identity, sexual orientation, age, marital status, parental status, religious affiliation, veteran status, national origin, ancestry, order of protection status, conviction record, physical or mental disability, genetic information, or any other protected category. Illinois Eastern Community Colleges adheres to the Federal Regulations of the Americans with Disabilities Act of 1990 and offers appropriate services or activities with reasonable accommodations to any qualified disabled individual upon requests.

**Agenda Item #7**

**Action on Items Removed from Consent Agenda**

**Agenda Item #8**

**Policy First Reading (and Possible Approval)**  
**A. Business Policy 300.12 Investment Policy**

MEMORANDUM

TO: Board of Trustees

FROM: Ryan Gower

DATE: December 13, 2022

RE: Business Policy 300.12

The Investment Policy has been reviewed following the adoption of the resolution permitting investments be placed with the Illinois School District Liquid Asset Fund (ISDLAF). The policy has been updated to reflect a total investment threshold not to exceed \$5,000,000 with the ISDLAF.

I ask the Board to waive the second reading and approve the revisions to the Investment Policy.

RG/akb

BUSINESS – 300

**Investment Policy (300.12)**

Date Adopted: December 19, 1989

Revised Date: July 16, 2002

Revised Date: June 17, 2008

Revised Date: June 16, 2020

Revised: December 13, 2022 (Pending Board Approval)

The Board authorizes the Treasurer, upon recommendation by the Chancellor and the Chief Financial Officer, to invest funds of the District. The Board of Trustees shall cause the investment of District funds in accordance with the Illinois Public Community College Act, the Public Funds Investment Act of the State of Illinois, and the Investment of Municipal Funds Act of the State of Illinois, with the exception that the Board shall prohibit investment in short-term obligations of U.S. corporations. A system of procedures and internal controls shall be established by the Treasurer for all investments of the District.

The primary objectives, in priority order of investment activities shall be:

- 1) Safety – safety of principal is the foremost objective. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital.
- 2) Liquidity – investments shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated.
- 3) Return – investment portfolio shall be designed to obtain the highest available return, using authorized investment, while considering budgetary and economic cycles.

The District shall maintain pledged securities at a market value of at least 105% of deposits in excess of Federal Deposit Insurance Corporation (FDIC) insured amounts. Pledged securities shall be reviewed quarterly to ensure adequate coverage.

The Board shall be provided a report on the District Investments each quarter outlining at a minimum:

- 1) Investment Holdings
- 2) Rate of Return
- 3) Changes in Balance
- 4) Distribution of Investments

For purposes of this reporting, investments will be defined as instruments other than certificates of deposit or other interest-bearing deposits with a financial institution.

The Board authorizes the Treasurer to utilize the Illinois School District Liquid Asset Fund (ISDLAF) for purposes of meeting the investment objectives of the District as outlined above. Assets placed with ISDLAF shall not exceed \$5,000,000.

The Board of Trustees and the District Treasurer shall refrain from engaging in personal business activity that could a) conflict, or give the appearance of a conflict, with proper execution of the investment program or b) impair their ability to make impartial investment decisions.

**Agenda Item #9**

**Policy Second Reading**

**Agenda Item #10**

**Staff Recommendations for Approval**

- A. Approval of 403(b) Record Keeper**
- B. Certificate of Compliance with the Truth in Taxation Law**
- C. Certification of Tax Levy for Calendar Year 2022**
- D. GASB Designation of Tax Levy Year**
- E. RFQ for Architectural Firms**



**Agenda Item #10A**

**Approval of 403(b) Record Keeper**

MEMORANDUM

TO: Board of Trustees

FROM: Ryan Gower

DATE: December 13, 2022

RE: Approval of 403(b) Record Keeper

Since January 1, 2009, the Illinois Eastern Community Colleges 403(b) Plan (the Plan) has been placed with The Standard as the record keeper. The record keeper is charged with maintaining assets held within the Plan, providing investment lineups for funds to be placed in, provide regulatory disclosures and updates to the Plan, and providing statements and online access to employees invested in the Plan. To ensure competition and encourage others to do business with the District, we instructed the investment service provider, Marsh McLennan to perform a request for proposals with other qualified investment record keepers.

Vendors selected for proposals were AIG, Empower, Lincoln, OneAmerica, and Standard. Proposals received from each vendor were generally consistent with the largest differences in the annual record keeping fee proposed by each firm. Fees proposed ranged from 37bps to 18bps. Presently, the Plan has had a 66bps applied prior to seeking proposals.

After review of the proposals received, the recommendation is to select Empower as the next IECC 403(b) Plan Record Keeper. Empower ranks as the 2<sup>nd</sup> largest retirement services provider in the country, is strategically placed to manage non-ERISA 403(b) plans, has \$1.2 trillion assets under administration, and provides an extremely competitive recordkeeping fee at 18bps. By making this change, IECC will begin working with Empower, Marsh McLennan, and Standard on an anticipated transition that will take approximately five months to complete.

I ask the Board's approval to name Empower Retirement as the next IECC 403(b) Plan Record Keeper.

RG/akb

**Agenda Item #10B**

**Certificate of Compliance with the Truth in Taxation Law**

MEMORANDUM

TO: Board of Trustees  
FROM: Ryan Gower  
DATE: December 13, 2022  
RE: Certificate of Compliance with the Truth in Taxation Law

At the November 15th Board meeting, the Board approved the District's estimated aggregate tax levy. At that time, the Board determined that the estimated aggregate amount of taxes to be levied, exclusive of bond and interest costs, did not exceed 105%. In light of this, provisions of Section Five through Seven of the Truth in Taxation Act did not apply and the District did not publish notice or cause a public hearing to be held.

The Board estimated the aggregate amount of taxes to be levied for the year 2022 is \$6,145,000 and that the aggregate amount of taxes estimated to be levied for the year 2022 did not exceed 105% of the taxes actually extended by the district in the year 2021. Accordingly, no public notice was published.

I ask the Board's approval of the attached Truth in Taxation Certificate of Compliance.

RG/akb  
Enclosure

**TRUTH IN TAXATION**

**CERTIFICATE OF COMPLIANCE**

I, the undersigned, hereby certify that I am the presiding officer of Illinois Eastern Community College District No. 529 and as such presiding officer, I certify that the levy ordinance, a copy of which is attached, was adopted pursuant to, and in all respects in compliance with the provisions Sections 18-60 through 18-85 of the “Truth in Taxation” Law.

**CHECK ONE OF THE CHOICES BELOW:**

The taxing district published a notice in the newspaper and conducted a hearing, meeting the requirements of the Truth in Taxation Law, and a copy of the ad is attached.

The taxing district’s aggregate levy did not exceed a 5% increase over the prior year’s extension. Therefore, notice and a hearing were not necessary.

The proposed aggregate levy did not exceed a 5% increase over the prior year’s extension. Therefore, a hearing was not held. The adopted aggregate tax levy exceeded 5% of the prior year’s extension and a notice was published within 15 days of its adoption in accordance with the Truth in Taxation Law.

The adopted levy exceeded the amount stated in the published notice. A second notice was published within 15 days of the adoption in accordance with the Truth in Taxation Law.

This certificate applies to the 2022 levy.

Date: 12.13.2022

Presiding Officer: \_\_\_\_\_

(Signature)

**Agenda Item #10C**

**Certification of Tax Levy for Calendar Year 2022**

MEMORANDUM

TO: Board of Trustees  
FROM: Ryan Gower  
DATE: December 13, 2022  
RE: Certification of Tax Levy for Calendar Year 2022

The Board must certify IECC’s tax levies for calendar year 2022. The Certificate of Tax Levy is attached for your review. Prior years’ information is also presented for comparison purposes.

The tax rate for calendar year 2022 is estimated at 41.89 cents per \$100 in equalized assessed valuation. The following table details the tax rate by levy line compared with the prior year:

	<b>2022 Est. Tax Rate</b>	<b>2021 Tax Rate</b>	<b>\$ Change</b>
Education	0.1732	0.1726	0.0006
Operations & Maintenance	0.0747	0.0747	-
Tort	0.0430	0.0408	0.0022
Audit	0.0026	0.0038	(0.0012)
Medicare	0.0125	0.0130	(0.0005)
PHS	0.0104	0.0109	(0.0005)
Worker’s Comp	0.0037	0.0027	0.0010
Bonds	0.0988	0.1051	(0.0063)
Total	0.4189	0.4236	(0.0047)

I recommend that the Certificate of Tax Levy for calendar year 2022 be approved as presented.

RG/akb

Attachments

**CERTIFICATE OF TAX LEVY**

Richland, Clark, Clay, Crawford, Cumberland,

Community College District No. 529 County(ies) Edwards, Hamilton, Jasper, Lawrence, Wayne, Wabash & White

Community College District Name Illinois Eastern Community Colleges District #529 and State of Illinois

We hereby certify that we require:

the sum of \$ 3,325,000 to be levied as a tax for educational purposes (110 ILCS 805/3-1), and

the sum of \$ 1,435,000 to be levied as a tax for operations and maintenance purposes (110 ILCS 805/3-1), and

the sum of \$ 0 to be levied as an additional tax for educational and operations and maintenance purposes (110 ILCS 805/3-14.3), and

the sum of \$ 825,000 to be levied as a special tax for purposes of the Local Governmental and Governmental Employees Tort Immunity Act (745 ILCS 10/9-107), and

the sum of \$ 240,000 to be levied as a special tax for Social Security and Medicare insurance purposes (40 ILCS 5/21-110 and 5/21-110.1), and

the sum of \$ 50,000 to be levied as a special tax for financial audit purposes (50 ILCS 310/9), and

the sum of \$ 200,000 to be levied as a special tax for protection, health, and safety purposes (110 ILCS 805/3-20.3.01), and

the sum of \$ 70,000 to be levied as a special tax for (specify) worker's compensation & unemployment purposes, on the taxable property of our community college district for the year 2022.

Signed this 13th day of December 2022.

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Chairman of the Board of Said Community College District

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Secretary of the Board of Said Community College District

When any community college district is authorized to issue bonds, the community college board shall file in the office of the county clerk in which any part of the community college district is situated a certified copy of the resolution providing for their issuance and levying a tax to pay them. The county clerk shall each year during the life of a bond issue extend the tax for bonds and interest set forth in the certified copy of the resolution. Therefore, to avoid a possible duplication of tax levies, the community college board should not include in its annual tax levy a levy for bonds and interest.

Number of bond issues of said community college district which have not been paid in full 3.

This certificate of tax levy shall be filed with the county clerk of each county in which any part of the community college district is located on or before the last Tuesday in December.

.....  
(Detach and return to Community College District)

This is to certify that the Certificate of Tax Levy for Community College District No. \_\_\_\_\_ County(ies) of \_\_\_\_\_  
\_\_\_\_\_ and State of Illinois on the equalized assessed value of all taxable  
property of said community college district for the year 20\_\_\_\_\_ was filed in the office of the County Clerk of this county on  
\_\_\_\_\_, 20\_\_\_\_\_.

In addition to an extension of taxes authorized by levies made by the board of said community college district and additional extension(s) will be made, as authorized by resolution(s) on file in this office, to provide funds to retire bonds and pay interest thereon. The total amount, as approved in the original resolution(s), for said purpose for the year 20\_\_\_\_ is \$\_\_\_\_\_.

\_\_\_\_\_  
Date

\_\_\_\_\_  
County Clerk and County

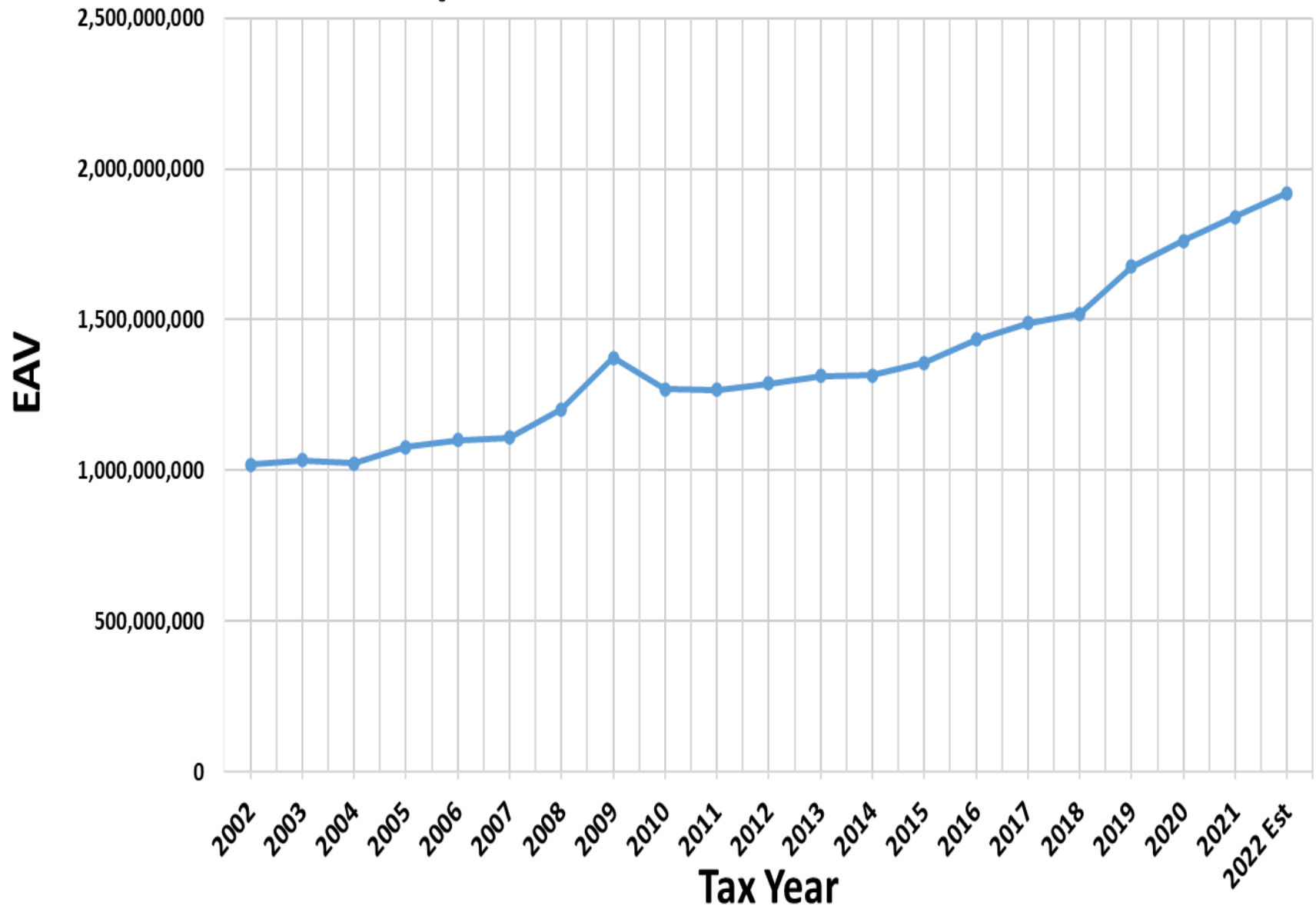
**Illinois Eastern Community Colleges  
Tax Levy History**

It is necessary to certify our tax levies for tax year 2022. This information and that of prior years is presented below to assist in evaluating next year's levy.

<b>TAX YEAR</b>	<b>ACTUAL EAV</b>	<b>EDUCATIONAL LEVY</b>	<b>BUILDING LEVY</b>	<b>OPERATING LEVY</b>	<b>OPERATING TAX EXTENSION</b>	<b>ACTUAL EXTENSION TAX RATE</b>	
2000	1,010,227,912	1,837,500	787,500	2,625,000	2,525,570	45.13	
2001	1,019,727,226	1,925,000	825,000	2,750,000	2,549,318	44.41	
2002	1,034,733,922	1,925,000	825,000	2,750,000	2,586,835	44.44	
2003	1,023,487,154	1,925,000	825,000	2,750,000	2,558,718	43.72	
2004	1,077,939,382	1,925,000	825,000	2,750,000	2,694,848	44.99	
2005	1,101,476,437	2,100,000	900,000	3,000,000	2,753,691	42.55	
2006	1,109,341,717	2,135,000	915,000	3,050,000	2,773,354	42.71	
2007	1,203,320,686	2,450,000	1,050,000	3,500,000	3,008,302	42.11	
2008	1,373,502,477	2,135,000	915,000	3,050,000	3,019,810	39.36	
2009	1,268,645,929	2,450,000	1,050,000	3,500,000	3,171,615	41.63	
2010	1,266,328,720	2,450,000	1,050,000	3,500,000	3,165,822	43.84	
2011	1,289,013,277	2,450,000	1,050,000	3,500,000	3,202,552	44.46	
2012	1,313,132,171	2,353,750	1,008,750	3,362,500	3,263,408	44.46	
2013	1,316,174,679	2,450,000	1,050,000	3,500,000	3,287,696	46.45	
2014	1,355,971,691	2,450,000	1,050,000	3,500,000	3,389,930	46.01	
2015	1,434,729,746	2,450,000	1,050,000	3,500,000	3,535,634	45.19	
2016	1,487,918,606	2,625,000	1,125,000	3,750,000	3,683,392	43.98	
2017	1,518,650,175	2,712,500	1,162,500	3,875,000	3,793,344	44.44	
2018	1,582,056,888	2,825,000	1,226,500	4,051,500	3,955,636	44.12	
2019	1,676,407,734	2,925,000	1,270,000	4,195,000	4,182,306	43.01	
2020	1,761,041,185	3,115,000	1,325,000	4,440,000	4,402,603	42.48	
2021	1,840,036,736	3,175,000	1,375,000	4,550,000	4,550,000	42.36	
						43.72	Average
Estimated:							
2022	1,919,982,590	3,325,000	1,435,000	4,760,000	4,760,000	41.89	(Estimated)

In addition to the Educational and Building Fund, our certificate of tax levy will carry the statement that an additional levy must be made by each county clerk for each of the outstanding bond issuances, for insurance purposes: (tort liability, Medicare, worker's compensation and unemployment), for protection health and safety purposes, and for financial audit purposes.

# Equalized Assessed Valuation



# Extension Tax Rate



**Agenda Item #10D**

**GASB Designation of Tax Levy Year**

MEMORANDUM

TO: Board of Trustees  
FROM: Ryan Gower  
DATE: December 13, 2022  
RE: GASB Designation of Tax Levy Year

Under guidelines established by the Governmental Accounting Standards Board (GASB), IECC may designate the fiscal year that the District's tax levy is to be recognized as income. Currently, the District levies and extends taxes based upon a calendar year. The calendar year overlaps the District's school year and the District's fiscal year.

The following resolution clarifies that under GASB guidelines, taxes levied by the District for calendar year 2022 will be collected late in calendar year 2023 and that income from the collection of such funds will be allocated 100% to Fiscal Year 2024 (July 1, 2023 – June 30, 2024).

I ask the Board's adoption of this resolution.

RG/akb

Attachment

**RESOLUTION SETTING FORTH TAX LEVIES FOR 2022**

Be it resolved by the Board of Trustees of Illinois Eastern Community College District #529, Counties of Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Richland, Wabash, Wayne and White and State of Illinois, as follows:

That the Board hereby incorporates, by reference, all prior resolutions adopted in calendar year 2022 concerning tax levies and extensions

Be it further resolved by the Board of Trustees of Illinois Eastern Community College District #529, Counties of Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Richland, Wabash, Wayne and White and State of Illinois, as follows:

That the sum of Three Million Three Hundred Twenty-Five Thousand Dollars (\$3,325,000) be levied as a tax for Educational purposes; and the sum of One Million Four Hundred Thirty-Five Thousand Dollars (\$1,435,000) be levied as a tax for Operations and Maintenance purposes; and the sum of Two Hundred Forty Thousand Dollars (\$240,000) be levied as a special tax for Social Security and Medicare purposes; and the sum of Fifty Thousand Dollars (\$50,000) be levied as a special tax for Financial Audit purposes; and the sum of Eight Hundred Twenty-Five Thousand Dollars (\$825,000) be levied as a special tax for purposes of the Local Government and Governmental Employees Tort Immunities Act; the sum of Seventy Thousand Dollars (\$70,000) be levied as a special tax for Worker’s Compensation and Unemployment purposes, and the sum of Two Hundred Thousand Dollars (\$200,000) be levied as a special tax for Protection, Health and Safety purposes on the equalized assessed value of the taxable property of Community College District #529, Counties of Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Richland, Wabash, Wayne and White, State of Illinois, for the year 2022 to be collected in the year 2023; and that the income from the levy for the year 2023 be allocated 100% for Fiscal Year 2024.

Adopted this 13th day of December, A.D. 2022.

AYES: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

NAYS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ABSENT: \_\_\_\_\_  
\_\_\_\_\_

12.13.2022

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Chairman, Board of Trustees

Date

Illinois Eastern Community College District #529

ATTEST:

12.13.2022

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Secretary, Board of Trustees

Date

Illinois Eastern Community College District #529



**Agenda Item #10E**

**RFQ for Architectural Firms**

MEMORANDUM

TO: Board of Trustees

DATE: December 13, 2022

FROM: Ryan Gower

RE: RFQ for Architectural Firms

To encourage competition and opportunity to do business with the District, a Request for Qualifications (RFQ) was issued to nineteen (19) architectural firms seeking statements of qualifications from firms interested in performing professional services for the District. The list of solicited firms was accumulated from recommendations within the Illinois Community College System, past internal experience with the District, pre-qualified firms with the Illinois Capital Development Board, and posted in the Wayne County Press on September 29, 2022. The qualifications requested were: Experience, Creativity, Timeliness, Budget Control, Proximity, References, Workload, and MBE Participation.

A committee of Ryan Gower, Ryan Hawkins, Nick Knapp, Kevin Bowers, and Dr. Aaron Lineberry was formed to review proposals for selection. The District received five (5) responses to the RFQ. Submitting firms are listed in alphabetical order below:

- 1) Architecture & Design Group, Ltd
- 2) Farnsworth Group
- 3) Hurst-Rosche, Inc.
- 4) Three I Design
- 5) White & Borgognoni Architects, P.C.

The committee met on Monday, November 7<sup>th</sup> to review submitted proposals and to discuss the strengths and weaknesses of each firm. After review, the committee unanimously selected to advance Hurst-Rosche, Inc. to the Board of Trustees for selection as the architect of record on certain capital projects defined in the RFQ.

I ask the Board's approval to accept the proposal submitted by Hurst-Rosche, Inc. and to name the firm as the architect of record for the scope of projects outlined in the RFQ dated September 28, 2022.

RG/akb

**Agenda Item #11**

**Bid Committee Report**

## BID COMMITTEE REPORT

December 13, 2022

### Olney Central College

1. Energized Digital Radiography Room

TO: Board of Trustees

FROM: Bid Committee

DATE: December 13, 2022

RE: Energized Digital Radiography Room

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

The Bid Committee recommends accepting the bid from Electromek Diagnostic Systems for a total of \$65,046.

<b>Energized Digital Radiography Room</b>	
<b>Company</b>	<b>Bid</b>
Central Illinois X-ray Bloomington, IL	\$112,500
Electromek Diagnostic Systems #1 Troy, IL	\$99,126
Electromek Diagnostic Systems #2 Troy, IL	\$74,046
<b>Electromek Diagnostic Systems #3 Troy, IL</b>	<b>\$65,046</b>
Interstate Imaging Evansville, IN	\$35,990
Radiation Services of Indiana Greenwood, IN	\$68,480

Respectfully submitted,  
Ryan Gower  
Ryan Hawkins

Department: Olney Central College Nursing program.

Source of Funds: Pipeline for the Advancement of the Healthcare Workforce (PATH) grants passed through the Illinois Community College Board.

Rationale for Purchase: Electromek Diagnostic Systems was the lowest responsible bidder in conformity with the bid specifications.

The "Advertisement for Bids" was placed in The Hometown Register for one (1) day. In addition, individual invitations to bid were sent directly to potential vendors.

## REQUEST FOR PROPOSAL

### ILLINOIS EASTERN COMMUNITY COLLEGES

#### **TIME AND PLACE OF BIDS**

Notice is hereby given that sealed bid for Energized Digital Radiography Room for Olney Central College's Nursing program shall be received at the office of the Owner: Illinois Eastern Community Colleges District 529, 233 East Chestnut Street, Olney, IL 62450 until 10:00 a.m. local time, on Tuesday, December 6, 2022, and then publicly opened. The Owner reserves the right to accept or reject any bid or waive informality or errors in bidding, to award the contract to his interests, and to hold the bids for a period of thirty (30) days from the bid date.

#### **METHOD OF BIDDING**

Unit Costs Bids will be received for the following:

- Ceiling Mounted Tube Support with Touchscreen Interface, Vertical Telescope, Front Display Digital Readouts and Detent Positioning
- Manual Collimator
- High Frequency Generator with Digital Interface for Integration with Digital Radiography System and Two Bucky Capability
- Four-Way Float Top Elevating Table with Foot and Hand Control
- Wall Stand (Bucky) with Overhead Patient Handgrips
- Direct Digital Radiography Detector
- Wireless CsI (Cesium Iodide) Panel with Acquisition Workstation that includes:
  - 10x12 CsI Flat Panel Detector System or Greater
  - Spatial Resolution 3.5 lp/mm
  - Pixels No less than 2560 x 3072
  - Pixel Pitch 140 microns
  - Image Size: 14"x17"
  - Grayscale 16 bits
  - Active Matrix Array
- Control Console
- Acquisition Workstation and Software that includes no less than a 24" LDC Touchscreen Monitor and that has Post processing capabilities and ability to interface into generator exposure circuitry.
- Display Workstation and Software Capable of Advanced Image Manipulation.
- Automatic Exposure Control capability with Radiation Detectors and Ionization Chambers.
- Refurbished Equipment Preferred
- Standard Warranty
- Provide all Accessory Equipment/Items so that Digital Radiography Equipment is Fully Functional and Code Compliant.

Bids should include all items bid as one contract price.

## **PREPARATION OF BIDS**

Bids shall be executed in accordance with attached forms and delivered in a sealed opaque envelope showing the bidders' name and address and the name of the project.

## **METHOD OF BID EVALUATION**

Bids will be awarded to the lowest responsible bidder in conformity with bid specifications.

## **SALES TAX**

Retailers Occupational Sales Taxes are not applicable for this project.

## **SHIPPING & HANDLING**

All freight and delivery must be included in bid.

## **SPECIAL PROVISIONS**

Funds are being provided through Pipeline for the Advancement of the Healthcare Workforce (Award PATH 529-23) grants passed through the Illinois Community College Board.

**Nondiscrimination:** There will be no discrimination on the basis of race, color, religion, sex, sexual orientation, gender identity or national origin by the owner or contractor.

**Certification of Eligibility:** Prior to contract award, all bidders must certify that neither it nor any person or firm that has an interest in the bidder's firm is a person or firm ineligible to be awarded Government contracts by virtue of section 3(a) of the Davis-Bacon Act of 29 CFR 5.12(a)(1).

No subcontracts shall be made to any person or firm ineligible to be awarded Government contracts by virtue of section 3(a) of the Davis-Bacon Act of 29 CFR 5.12(a)(1).

The penalty for making false statement is prescribed in the U.S. Criminal Code, 18 U.S.C. 1001.

**Debarment, Suspension, Ineligibility, and Voluntary Exclusions:** No contract will be awarded to a bidder, nor its principals, that is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

## Specifications for Energized Digital Radiography Room

Unit Costs Bids will be received for the following:

- Ceiling Mounted Tube Support with Touchscreen Interface, Vertical Telescope, Front Display Digital Readouts and Detent Positioning
- Manual Collimator
- High Frequency Generator with Digital Interface for Integration with Digital Radiography System and Two Bucky Capability
- Four-Way Float Top Elevating Table with Foot and Hand Control
- Wall Stand (Bucky) with Overhead Patient Handgrips
- Direct Digital Radiography Detector
- Wireless CsI (Cesium Iodide) Panel with Acquisition Workstation that includes:
  - 10x12 CsI Flat Panel Detector System or Greater
  - Spatial Resolution 3.5 lp/mm
  - Pixels No less than 2560 x 3072
  - Pixel Pitch 140 microns
  - Image Size: 14"x17"
  - Grayscale 16 bits
  - Active Matrix Array
- Control Console
- Acquisition Workstation and Software that includes no less than a 24" LDC Touchscreen Monitor and that has Post processing capabilities and ability to interface into generator exposure circuitry.
- Display Workstation and Software Capable of Advanced Image Manipulation.
- Automatic Exposure Control capability with Radiation Detectors and Ionization Chambers.
- Refurbished Equipment Preferred
- Standard Warranty
- Provide all Accessory Equipment/Items so that Digital Radiography Equipment is Fully Functional and Code Compliant.

Note: Following Board approval, bids will be awarded on December 14, 2022.

**ALL FREIGHT, SHIPPING, DELIVERY, AND HANDLING CHARGES ARE TO BE INCLUDED IN BID TOTAL AND DELIVERED TO OLNEY CENTRAL COLLEGE, 305 NORTH WEST STREET, OLNEY, ILLINOIS 62450. THE QUOTATION, AS SUBMITTED ON THIS FORM, WILL REMAIN FIRM FOR 30 DAYS FROM THE DATE QUOTATION IS RECEIVED BY ILLINOIS EASTERN COMMUNITY COLLEGES.**

TOTAL BID \$ \_\_\_\_\_

APPROX. DELIVERY DATE \_\_\_\_\_

SIGNATURE \_\_\_\_\_



PRINT NAME \_\_\_\_\_

COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_

TELEPHONE \_\_\_\_\_

FAX \_\_\_\_\_

DATE \_\_\_\_\_

Certified Vendor in accordance with the Business Enterprise Program for Minorities, Females, Veterans and Persons with Disabilities Act:  Yes  No If yes, you must attach a copy of the current letter of certification.

FROM: Ryan Hawkins

DATE: December 1, 2022

RE: Bidding – Energized Digital Radiography Room – Addendum #1

This document represents Addendum #1 which contains pertinent information with regards to the request for bids originally sent out on Tuesday, November 22, 2022.

### **GENERAL INFORMATION**

The equipment is being purchased for installation in a new facility that is slated for completion in 2024. Accordingly, the equipment is being purchased in advance of installation need and will be stored pending installation. Any special storage instructions should be included with any bid received.

### **ADDITIONAL SPECIFICATIONS**

- Minimum 50 kW Generator
- Protect-A-Grid DRP Encasement
- A minimum of 12-month parts and labor warranty will be required on the DR & Radiographic system. The warranty will begin upon completion of the equipment installation or 24 months after delivery of the equipment, whichever occurs first.

### **BID TABULATION FORM**

This Addendum contains a new bid tabulation form which shall be used in lieu of the originally provided bid form.

## **Specifications for Energized Digital Radiography Room**

### **ENERGIZED DIGITAL RADIOGRAPHY ROOM**

- Ceiling Mounted Tube Support with Touchscreen Interface, Vertical Telescope, Front Display Digital Readouts and Detent Positioning
- Manual Collimator
- High Frequency Generator with Digital Interface for Integration with Digital Radiography System and Two Bucky Capability
- Four-Way Float Top Elevating Table with Foot and Hand Control
- Wall Stand (Bucky) with Overhead Patient Handgrips
- Direct Digital Radiography Detector
- Wireless CsI (Cesium Iodide) Panel with Acquisition Workstation that includes:
  - 10x12 CsI Flat Panel Detector System or Greater
  - Spatial Resolution 3.5 lp/mm
  - Pixels No less than 2560 x 3072
  - Pixel Pitch 140 microns
  - Image Size: 14"x17"
  - Grayscale 16 bits
  - Active Matrix Array
- Control Console
- Acquisition Workstation and Software that includes no less than a 24" LDC Touchscreen Monitor and that has Post processing capabilities and ability to interface into generator exposure circuitry.
- Display Workstation and Software Capable of Advanced Image Manipulation.
- Automatic Exposure Control capability with Radiation Detectors and Ionization Chambers.
- Refurbished Equipment Preferred
- Standard Warranty
- Provide all Accessory Equipment/Items so that Digital Radiography Equipment is Fully Functional and Code Compliant.
- Minimum 50 kW Generator as outlined in Addendum #1
- Protect-A-Grid DRP Encasement as outlined in Addendum #1
- A minimum of 12-month parts and labor warranty will be required on the DR & Radiographic system. The warranty will begin upon completion of the equipment installation or 24 months after delivery of the equipment, whichever occurs first as outlined in Addendum #1.

**ALL FREIGHT, SHIPPING, DELIVERY, AND HANDLING CHARGES ARE TO BE INCLUDED IN BID TOTAL AND DELIVERED TO OLNEY CENTRAL COLLEGE 305 NORTH WEST STREET, OLNEY, ILLINOIS 62450. THE QUOTATION, AS SUBMITTED ON THIS FORM, WILL REMAIN FIRM FOR THIRTY DAYS FROM THE DATE QUOTATION IS RECEIVED BY ILLINOIS EASTERN COMMUNITY COLLEGES.**

**Receipt of Addendum #1:        \_\_\_\_\_ Yes                        \_\_\_\_\_ No**

TOTAL BID \$ \_\_\_\_\_

APPROX. DELIVERY DATE \_\_\_\_\_

SIGNATURE \_\_\_\_\_

PRINT NAME \_\_\_\_\_

COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_

TELEPHONE \_\_\_\_\_

FAX \_\_\_\_\_

DATE \_\_\_\_\_

Certified Vendor in accordance with the Business Enterprise Program for Minorities, Females, and Persons with Disabilities Act:  Yes  No If yes, you must attach a copy of the current letter of certification.

**Agenda Item #12**

**District Finance**

**A. Financial Report**

**B. Approval of Financial Obligations**

**ILLINOIS EASTERN COMMUNITY COLLEGES  
DISTRICT #529**

**TREASURER'S REPORT  
November 30, 2022**

<b>FUND</b>	<b>BALANCE</b>
<b>Educational</b>	<b>\$ 8,695,851.56</b>
<b>Operations &amp; Maintenance</b>	<b>2,925,255.03</b>
<b>Operations &amp; Maintenance (Restricted)</b>	<b>2,256,572.24</b>
<b>Bond &amp; Interest</b>	<b>100,222.72</b>
<b>Auxiliary</b>	<b>1,812,742.89</b>
<b>Restricted Purposes</b>	<b>5,945.70</b>
<b>Working Cash</b>	<b>23,693.44</b>
<b>Trust &amp; Agency</b>	<b>648,183.46</b>
<b>Audit</b>	<b>18,154.05</b>
<b>Liability, Protection &amp; Settlement</b>	<b>696,332.70</b>
<b>TOTAL ALL FUNDS</b>	<b>\$ 17,182,953.79</b>

**Respectfully submitted,**

**Ryan Hawkins, Treasurer**

Illinois Eastern Community Colleges  
Balance Sheets - All Funds (Unaudited)  
November 30, 2022

	Educational Fund	Operations & Maintenance Fund	Operations & Maintenance (Restricted) Fund	Bond & Interest Fund	Auxiliaries Fund	Restricted Purposes Fund
<b>ASSETS</b>						
Cash	\$ 8,711,152	\$ 2,925,255	\$ 2,256,572	\$ 100,223	\$ 1,833,243	\$ 5,946
Investments	8,005,199	1,506,157	-	-	5,348,810	-
Accounts Receivable	1,371,841	250,019	-	-	373,182	-
Other Receivables	778,291	-	224,959	-	-	72,339
Restricted Cash	-	-	3,909,022	-	-	-
Inventory	-	-	-	-	610,360	-
Other Assets	141,263	-	-	-	-	454,866
Due From Other Funds	-	-	-	-	-	-
<b>Total Assets</b>	<b>\$ 19,007,746</b>	<b>\$ 4,681,431</b>	<b>\$ 6,390,553</b>	<b>\$ 100,223</b>	<b>\$ 8,165,595</b>	<b>\$ 533,151</b>
<b>LIABILITIES</b>						
Accounts Payable	\$ 50,566	\$ 56,161	\$ 654,279	\$ -	\$ 54,251	\$ 3,425
Accrued Payroll Liabilities	(18,385)	-	-	-	-	-
Other Accrued Liabilities	109,143	-	32,998	-	20,489	11,407
Due to Other Funds	-	-	-	-	-	-
<b>Total Liabilities</b>	<b>141,324</b>	<b>56,161</b>	<b>687,277</b>	<b>-</b>	<b>74,740</b>	<b>14,832</b>
<b>FUND BALANCES</b>						
Non-Spendable	-	-	-	-	610,360	-
Restricted						
Board Designated	10,106,184	1,222,316	-	-	-	-
Other Purposes	-	3,402,954	5,703,276	100,223	-	518,319
Unassigned	8,760,238	-	-	-	7,480,495	-
<b>Total Fund Balances</b>	<b>18,866,422</b>	<b>4,625,270</b>	<b>5,703,276</b>	<b>100,223</b>	<b>8,090,855</b>	<b>518,319</b>
<b>Total Liabilities and Fund Balances</b>	<b>\$ 19,007,746</b>	<b>\$ 4,681,431</b>	<b>\$ 6,390,553</b>	<b>\$ 100,223</b>	<b>\$ 8,165,595</b>	<b>\$ 533,151</b>

Illinois Eastern Community Colleges  
Balance Sheets - All Funds (Unaudited)  
November 30, 2022

	Working Cash Fund	Trust & Agency Fund	Audit Fund	Liability, Protection and Settlement Fund	Total Funds
<b>ASSETS</b>					
Cash	\$ 23,693	\$ 648,183	\$ 18,154	\$ 696,333	\$ 17,218,754
Investments	6,287,724	-	-	500,000	21,647,890
Accounts Receivable	-	-	-	-	1,995,042
Other Receivables	5,029	35,646	-	6,448	1,122,712
Restricted Cash	-	-	-	-	3,909,022
Inventory	-	-	-	-	610,360
Other Assets	-	-	-	-	596,129
Due From Other Funds	-	-	-	-	-
<b>Total Assets</b>	<b>\$ 6,316,446</b>	<b>\$ 683,829</b>	<b>\$ 18,154</b>	<b>\$ 1,202,781</b>	<b>\$ 47,099,909</b>
<b>LIABILITIES</b>					
Accounts Payable	\$ -	\$ 406	\$ 6,000	\$ 6,448	\$ 831,536
Accrued Payroll Liabilities	-	-	-	-	(18,385)
Other Accrued Liabilities	-	491	-	-	174,528
Due to Other Funds	-	-	-	-	-
<b>Total Liabilities</b>	<b>-</b>	<b>897</b>	<b>6,000</b>	<b>6,448</b>	<b>987,679</b>
<b>FUND BALANCES</b>					
Non-Spendable	6,315,000	-	-	-	6,925,360
Restricted					-
Board Designated	-	-	-	-	11,328,500
Other Purposes	1,446	682,932	12,154	1,196,333	11,617,637
Unassigned	-	-	-	-	16,240,733
<b>Total Fund Balances</b>	<b>6,316,446</b>	<b>682,932</b>	<b>12,154</b>	<b>1,196,333</b>	<b>46,112,230</b>
<b>Total Liabilities and Fund Balances</b>	<b>\$ 6,316,446</b>	<b>\$ 683,829</b>	<b>\$ 18,154</b>	<b>\$ 1,202,781</b>	<b>\$ 47,099,909</b>



Illinois Eastern Community Colleges  
 Statements of Revenues, Expenditures, and Changes in Fund Balance - All Funds (Unaudited)  
 For the Period Ended November 30, 2022

		Educational Fund	Operations & Maintenance Fund	Operations & Maintenance (Restricted) Fund	Bond & Interest Fund	Auxiliaries Fund	Restricted Purposes Fund					
<b>REVENUES</b>												
Property Taxes	\$	2,224,790	\$	953,966	\$	176,303	\$	1,361,862	\$	-	\$	-
Replacement Taxes		259,703		259,703		-		-		-		-
ICCB Grants		4,982,879		-		149,747		-		-		425,135
Federal Grants		-		-		-		-		-		5,291,190
Tuition & Fees		8,267,404		770,963		-		-		342,698		-
Charges for Services		-		-		-		-		1,274,109		-
Interest		51,965		9,198		14,158		3,322		14,223		2,989
Other Revenues		79,957		122,563		500,000		-		58,419		34,938
<b>Total Revenues</b>		<b>15,866,698</b>		<b>2,116,393</b>		<b>840,208</b>		<b>1,365,184</b>		<b>1,689,449</b>		<b>5,754,252</b>
<b>EXPENDITURES</b>												
Payroll		5,726,006		465,106		-		-		805,381		773,557
Benefits		883,626		96,717		-		-		69,830		176,772
Contractual Services		750,245		253,145		170,934		-		130,787		126,983
Supplies		837,047		153,937		2,215		-		1,141,798		172,880
Travel		76,795		175		-		-		147,600		26,774
Fixed		9,092		-		-		1,783,044		138,868		4
Utilities		16,860		406,493		-		-		-		-
Capital Outlay		84,201		118,666		1,230,722		-		98,946		263,395
Other		68,058		365		-		-		41,903		724,606
Scholarships, Student Grants, & Waivers		2,998,732		-		-		-		149,868		3,494,280
<b>Total Expenditures</b>		<b>11,450,662</b>		<b>1,494,604</b>		<b>1,403,871</b>		<b>1,783,044</b>		<b>2,724,981</b>		<b>5,759,251</b>
Excess (Deficiency) of Revenues Over (Under) Expenditures		4,416,036		621,789		(563,663)		(417,860)		(1,035,532)		(4,999)
<b>TRANSFERS</b>												
Net Transfers		(3,733,516)		100,000		1,900,000		-		1,733,516		-
<b>Total Transfers</b>		<b>(3,733,516)</b>		<b>100,000</b>		<b>1,900,000</b>		<b>-</b>		<b>1,733,516</b>		<b>-</b>
<b>Net Change in Fund Balance</b>		<b>682,520</b>		<b>721,789</b>		<b>1,336,337</b>		<b>(417,860)</b>		<b>697,984</b>		<b>(4,999)</b>
Fund Balance - Beginning		18,183,902		3,903,481		4,366,939		518,083		7,392,871		523,318
Fund Balance - Ending	\$	18,866,422	\$	4,625,270	\$	5,703,276	\$	100,223	\$	8,090,855	\$	518,319

Illinois Eastern Community Colleges							
Statements of Revenues, Expenditures, and Changes in Fund Balance - All Funds (Unaudited)							
For the Period Ended November 30, 2022							
		Working Cash Fund	Trust & Agency Fund	Audit Fund	Liability, Protection and Settlement Fund		Total Funds
<b>REVENUES</b>							
Property Taxes	\$	-	\$	50,171	\$	732,532	\$ 5,499,624
Replacement Taxes		-	-	-	-	-	519,406
ICCB Grants		-	-	-	-	-	5,557,761
Federal Grants		-	-	-	-	-	5,291,190
Tuition & Fees		-	-	-	-	-	9,381,065
Charges for Services		-	10,754	-	-	-	1,284,863
Interest		1,758	2,457	63	2,280	-	102,413
Other Revenues		-	446,949	-	2,738	-	1,245,564
<b>Total Revenues</b>		<b>1,758</b>	<b>460,160</b>	<b>50,234</b>	<b>737,550</b>		<b>28,881,886</b>
<b>EXPENDITURES</b>							
Payroll		-	-	-	-	-	7,770,050
Benefits		-	-	-	63,727	-	1,290,672
Contractual Services		-	8,920	58,000	154,441	-	1,653,455
Supplies		-	15,371	-	-	-	2,323,248
Travel		-	4,905	-	-	-	256,249
Fixed		-	-	-	187,109	-	2,118,117
Utilities		-	-	-	-	-	423,353
Capital Outlay		-	-	-	-	-	1,795,930
Other		-	-	-	-	-	834,932
Scholarships, Student Grants, & Waivers		-	293,758	-	-	-	-
<b>Total Expenditures</b>		<b>-</b>	<b>322,954</b>	<b>58,000</b>	<b>405,277</b>		<b>25,402,644</b>
Excess (Deficiency) of Revenues Over (Under) Expenditures		1,758	137,206	(7,766)	332,273		3,479,242
<b>TRANSFERS</b>							
Net Transfers		-	-	-	-	-	-
<b>Total Transfers</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>
<b>Net Change in Fund Balance</b>		<b>1,758</b>	<b>137,206</b>	<b>(7,766)</b>	<b>332,273</b>		<b>3,479,242</b>
Fund Balance - Beginning		6,314,688	545,726	19,920	864,060		42,632,988
Fund Balance - Ending	\$	6,316,446	\$ 682,932	\$ 12,154	\$ 1,196,333		\$ 46,112,230

**ILLINOIS EASTERN COMMUNITY COLLEGES**  
**Comparative Combined Balance Sheets - All Funds**  
**November 30, 2022**

	<b>ALL FUNDS</b>	
	<b>Fiscal Year 2023</b>	<b>Fiscal Year 2022</b>
<b>ASSETS:</b>		
CASH	\$ 17,182,954	\$ 21,035,195
IMPREST FUND	21,300	21,300
CHECK CLEARING	14,500	14,500
CDB PROJECT TRUST	3,909,022	4,012,361
PREPAID EXPENSES	141,263	-
INVESTMENTS	21,647,889	12,231,851
RECEIVABLES	3,112,727	3,551,983
ACCRUED REVENUE	5,029	38,120
INVENTORY	610,360	749,825
OTHER ASSETS	454,866	484,144
FIXED ASSETS (Net of Depr)	19,855,194	16,613,692
<b>TOTAL ASSETS AND OTHER DEBITS:</b>	<b>\$ 66,955,104</b>	<b>\$ 58,752,971</b>
<b>LIABILITIES:</b>		
PAYROLL DEDUCTIONS PAYABLE	\$ -	\$ (5,150)
ACCOUNTS PAYABLE	934,041	346,448
DEFERRED REVENUE	53,667	97,548
L-T DEBT GROUP (FUND 9)	4,398,092	6,181,062
OPEB (Prior Year Restated for GASB 75 Implementation)	13,963,316	15,176,595
<b>TOTAL LIABILITIES:</b>	<b>19,349,116</b>	<b>21,796,503</b>
<b>FUND BALANCES:</b>		
FUND BALANCE	29,675,509	28,651,422
INVESTMENT IN PLANT (Net of Depr)	19,855,194	16,613,692
OTHER FUND BALANCES RECOGNIZED AS A LIABILITY (FUND 9)	(18,361,408)	(21,357,657)
RESERVE FOR ENCUMBRANCES	16,436,693	13,049,011
<b>TOTAL EQUITY AND OTHER CREDITS</b>	<b>47,605,988</b>	<b>36,956,468</b>
<b>TOTAL LIABILITIES, EQUITY, AND OTHER CREDITS</b>	<b>\$ 66,955,104</b>	<b>\$ 58,752,971</b>

**ILLINOIS EASTERN COMMUNITY COLLEGES  
OPERATING FUNDS ONLY  
COMPARISON TO BUDGET REPORT FOR FISCAL YEARS 2021-2023**

College	Category	FISCAL YEAR 2021			FISCAL YEAR 2022			FISCAL YEAR 2023			
		Budget	Spent Thru November	% of Budget	Budget	Spent Thru November	% of Budget	Budget	Spent Thru November	% of Budget	% of Year
Frontier	Bills		\$ 219,071			\$ 224,391			\$ 305,399		
	Payroll		763,067			737,536			839,045		
	Waivers		429,000			478,303			413,910		
	Totals	\$ 3,899,789	1,411,138	36%	\$ 3,688,586	1,440,230	39%	\$ 3,873,183	1,558,354	40%	42%
Lincoln Trail	Bills		\$ 421,308			\$ 406,814			\$ 406,056		
	Payroll		860,319			897,798			857,244		
	Waivers		820,468			640,213			627,089		
	Totals	\$ 4,943,901	2,102,095	43%	\$ 4,977,953	1,944,825	39%	\$ 4,727,391	1,890,389	40%	42%
Olney Central	Bills		\$ 523,157			\$ 600,710			\$ 705,577		
	Payroll		1,592,950			1,570,525			1,696,817		
	Waivers		568,086			457,966			527,122		
	Totals	\$ 7,047,772	2,684,193	38%	\$ 7,367,058	2,629,201	36%	\$ 7,402,072	2,929,516	40%	42%
Wabash Valley	Bills		\$ 469,040			\$ 446,405			\$ 538,969		
	Payroll		1,125,671			1,159,601			1,196,996		
	Waivers		861,699			918,854			828,969		
	Totals	\$ 5,978,433	2,456,410	41%	\$ 5,775,220	2,524,860	44%	\$ 6,271,689	2,564,934	41%	42%
Workforce Educ.	Bills		\$ 72,760			\$ 94,066			\$ 71,754		
	Payroll		331,808			319,458			247,490		
	Waivers		413,731			337,658			570,970		
	Totals	\$ 3,349,386	818,299	24%	\$ 3,378,641	751,182	22%	\$ 2,761,446	890,214	32%	42%
District Office	Bills		\$ 94,711			\$ 194,015			\$ 290,728		
	Payroll		391,228			518,133			566,704		
	Waivers		-			-			-		
	Totals	\$ 1,410,117	485,939	34%	\$ 1,991,105	712,148	36%	\$ 2,334,026	857,432	37%	42%
District Wide	Bills		\$ 855,276			\$ 1,595,933			\$ 1,436,966		
	Payroll		318,040			495,632			786,815		
	Waivers		76,796			120,409			30,671		
	Totals	\$ 3,576,315	1,250,112	35%	\$ 7,148,722	2,211,974	31%	\$ 7,711,317	2,254,452	29%	42%
<b>GRAND TOTALS</b>		<b>\$30,205,713</b>	<b>\$ 11,208,186</b>	<b>37%</b>	<b>\$ 34,327,285</b>	<b>\$ 12,214,420</b>	<b>36%</b>	<b>\$35,081,124</b>	<b>\$ 12,945,291</b>	<b>37%</b>	<b>42%</b>

**ILLINOIS EASTERN COMMUNITY COLLEGES**

**Operating Funds Expense Report**

**November 30, 2022**

	FY 2023		FY 2022		Increase (Decrease)	
	Amount	% of Total	Amount	% of Total	\$	%
Salaries	\$ 6,191,111	47.83%	\$ 5,698,683	46.66%	\$ 492,428	8.641%
Employee Benefits	980,372	7.57%	863,296	7.07%	117,076	13.562%
Contractual Services	1,003,390	7.75%	700,773	5.74%	302,617	43.183%
Materials	990,984	7.66%	1,223,079	10.01%	(232,095)	-18.976%
Travel & Staff Development	76,969	0.59%	61,724	0.51%	15,245	24.699%
Fixed Charges	9,092	0.07%	24,118	0.20%	(15,026)	-62.302%
Utilities	423,353	3.27%	403,649	3.30%	19,704	4.881%
Capital Outlay	202,867	1.57%	232,035	1.90%	(29,168)	-12.571%
Other	3,067,153	23.69%	3,007,063	24.62%	60,090	1.998%
	<u>\$ 12,945,291</u>	<u>100.00%</u>	<u>\$ 12,214,420</u>	<u>100.00%</u>	<u>\$ 730,871</u>	<u>5.984%</u>



**Agenda Item #13**

**Executive Session**

**Agenda Item #14**

**Approval of Executive Session Minutes**

- A. Written Executive Session Minutes**
- B. Audio Executive Session Minutes**
- C. Semi-Annual Review of Closed Session Minutes**



MEMORANDUM

TO: Chancellor and Board of Trustees

FROM: Sheryl Childers, Executive Assistant to the Chancellor

DATE: December 13, 2022

SUBJECT: Semi-Annual Review of Executive Session Minutes

A. The following written executive session minutes were reviewed in July 2022 and the decision was made at that time to keep them closed:

1. Tuesday, June 20, 1995.
2. Tuesday, August 15, 1995.
3. Tuesday, September 19, 1995.
4. Friday, August 2, 1996.
5. Tuesday, January 17, 2012.
6. February 19, 2019.
7. October 15, 2019.
8. December 10, 2019.
9. January 21, 2020.
10. February 18, 2020.
11. July 21, 2021.

B. The following written executive session minutes have been approved, but remain closed, and are being subjected to the semi-annual review for the first time in December 2022:

1. July 19, 2022
2. August 16, 2022
3. September 20, 2022
4. October 18, 2022

C. The following written executive session minutes have been approved and opened to the public record:

1. None.

D. Audio recordings of previously approved executive sessions will remain closed to the public record and these audio executive session recordings will remain in the custody of the Board Secretary until 18 months following the executive session at which the audio recordings were made:

1. July 21, 2021.
2. February 15, 2022
3. March 15, 2022.
4. April 19, 2022.

E. As part of the Board of Trustees semi-annual review of executive sessions, the Board notes that the audio tape recordings of the following meetings have been held by the Secretary for more than the 18 months required, and the Secretary is directed to destroy these recordings after this meeting:

1. February 16, 2021.
2. June 15, 2021.

F. As part of the Board of Trustees semi-annual review of executive session minutes, the Board notes that executive sessions were not held on the following dates:

1. Tuesday, June 21, 2022
2. Tuesday, November 15, 2022

G. It is recommended that the following previously approved closed meeting minutes be open to the public record:

1. August 16, 2022
2. September 20, 2022

**Agenda Item #15**

**Approval of Personnel Report**

# MEMORANDUM

**TO:** Board of Trustees  
**FROM:** Ryan Gower  
**DATE:** December 13, 2022  
**RE:** Personnel Report

Mr. Chairman, I recommend that the Board of Trustees approve the November Personnel Report. Additional information for items 400.1, 400.2, 400.3, and 400.4 have been sent under separate cover.

## **INDEX**

- 400.1. Employment of Personnel**
- 400.2. Temporary Employment**
- 400.3. Special Assignment (Attachment)**
- 400.4. Resignation Ratification**
- 400.5. Retirement Ratification**

# **PERSONNEL REPORT**

## **400.1. Employment of Personnel**

### **A. Faculty**

1. Joseph Young, Industrial Maintenance, OCC/IECC, effective January 3, 2023.
2. Danielle Trapp, Early Childhood, WVC/IECC, effective January 3, 2023.

### **B. Professional, Non-Faculty, Exempt**

1. Misty Noblit, Program Director of Cosmetology, WRC/IECC, Effective January 3, 2023

### **C. Classified**

1. Erick Schmitt, Maintenance Worker, WVC, effective January 3, 2023

## **400.2. Temporary Employment**

### **A. Faculty**

1. Mari Yamato, Art Instructor, OCC/IECC, effective January 3, 2023.

## **400.3. Special Assignment (Attachment)**

## **400.4. Resignation Ratification**

### **A. Professional, Non-Faculty, Exempt**

1. Courtney Meadows, Program Director, Cosmetology, December 16<sup>th</sup>
2. Sarah Holtz, Assistant Program Director, Cosmetology, December 16<sup>th</sup>

## **400.5 Retirement Ratification**

### **A. Professional, Non-Faculty, Non-Exempt**

1. Mark Smith, Building Manager, January 31, 2023

**Agenda Item #16**

**Collective Bargaining**

**Agenda Item #17**

**Litigation**



**Agenda Item #18**

**Other Items**

**Agenda Item #19**

**Adjournment**