

**MINUTES OF THE REGULAR MEETING**  
**OF THE**  
**BOARD OF TRUSTEES OF SPOON RIVER COLLEGE**

**Wednesday, March 28, 2018**  
**6:00 p.m.**

The Regular Meeting of the Board of Trustees of Spoon River College was held on Wednesday, March 28, 2018, at 6:00 p.m. in Room H101, Havana Center, Havana, Illinois.

1.0 GENERAL FUNCTIONS

1.1 Call to Order

Mr. Schleich, Chair, called the meeting to order at 6:00 p.m.

1.2 Roll Call

Members Present:

- Mrs. Gayle Blodgett
- Mrs. Linda Butler
- Mr. Jerry Cremer
- Mr. Dave Maguire
- Mr. Kevin Meade
- Mr. Phil Murphy
- Mr. Kent Schleich
- Mr. Resham Singh, Jr.

Present: Mr. Curt Oldfield, President; Mr. Brett Stoller, Vice President, Administrative Services; Ms. Holly Norton, Dean, Transfer Education; Mr. Colin Davis, Director, Foundation; Ms. Missy Wilkinson, Dean, Student Services; Ms. Stephanie Howerter, Director, Havana Center; Ms. Teresa Welch, Assistant, Havana Center; and Mr. Brian Dalpiaz, Math Faculty; Ms. Tamatha Schleich, Nursing Faculty; Ms. Julie Hampton, Executive Assistant to the President/Recorder.

Also present: Mr. Larry Eskridge, Canton Daily Ledger; and Ms. Parris Grace, 2018-2019 Student Trustee.

1.3 Invocation

Mr. Maguire noted the passing of former Foundation Board member Joe Bartlow. Our thoughts are with his family. Mr. Maguire gave the invocation.

1.4 Welcome of Guests

Mr. Schleich welcomed the guests in attendance. He noted that our new student Trustee is present and Trustee Singh will introduce her later.

1.5 Public Comment

Mr. Schleich asked if anyone present would like to address the Board. There were no requests.

1.6 Approval of Minutes

1.6.1 February 28, 2018 Regular Meeting Minutes

Following a motion by Mr. Maguire, seconded by Mr. Cremer, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved the February 28, 2018 Regular Meeting Minutes.

1.7 Report – ICCTA Representative

Mrs. Blodgett presented the following report:

Gayle said she was not able to attend the last meeting and asked Dave for comments. Mr. Maguire said there was discussion on legislative goals, and they adopted the legislative agenda for the Association. Concerns include the bachelor's degree for nursing. There was action against combining IBHE and ICCB. There are a couple of Trustees who have not completed training for their first year of office. The SRC Board is at 100%. Dave announced that Lobby Day is scheduled for the 18<sup>th</sup> of April, and the Trustees Association will meet on the 17<sup>th</sup>. The PTK Banquet is scheduled for the 11<sup>th</sup> of April in Springfield.

1.8 Report – Student Government Representative

Mr. Resham Singh, Jr., presented the following report:

Parris Grace was elected by the student body to serve as the 2018-19 student trustee. Parris was born and raised in Chicago, is the mother of four children and grandmother of seven, and now resides in Macomb. Parris has a passion for healthcare and has completed transfer coursework for pharmaceutical technician and certified medical assistant. Parris is currently taking prerequisites for nursing and has a long term goal of a career in nursing/healthcare. Congratulations, Parris.

The Speech and Debate Team ended their season at the very competitive state tournament held at Illinois Central College on March 2nd-4th. Although there were no individual or team medals for the intrepid squad, they were able to see some of the best competitors in the state at the top of their games. With four members returning for next year's squad, planning has already started on new individual programs so that all participants can hit the ground running with multiple events at the first tournament of the new season in October.

Kaleidoscope staff are in the process of judging the submissions for this year's edition of the Student Journal of Art and Literature. They will be working in the coming weeks to complete the magazine layout. The release date is Wednesday, April 25<sup>th</sup> and will coincide with our annual "Coffee Spoon" events on both Canton and Macomb campuses.

TRIO students traveled to Peoria on March 7 and visited the CAT Visitor Center.

The hunt is on at all four sites for students to register for classes. Students who find hidden eggs can claim prizes in Student Services.

Resham reported on the ICCB SAC legislative committee and said Advocacy Day topics were discussed.

Mr. Schleich congratulated Parris Grace, welcomed her and said the Board looks forward to working with her.

1.9 Report - Spoon River College Foundation

Mr. Phillip Murphy presented the following report:

- Financial
  - Revenues: \$15,332.26
- The SRC Foundation met Wednesday, March 21 at 7:30 a.m. via IVS.
- The Foundation heard a brief presentation from Dual Credit Coordinator Hannah Neuendorf on recent initiatives and the strength of the dual credit program.
- On Monday, staff from the College met and awarded nearly 130 scholarships for the 18-19 academic year. For at least the third year in a row, any in-district student who met all the qualifications for a scholarship was awarded a scholarship. Current high school seniors who earned a scholarship will be honored at their respective high schools' awards ceremonies in May.
- Our next event is the President's Reception, being held in the Engle Hall Conference Center at the Canton Campus on Thursday, April 27. Donor wall honorees will be photographed at the Donor Wall at 5 p.m., followed by the ceremony at 5:30 p.m., and a reception at 6 p.m. All friends of the college are welcome, and we'd appreciate your help in thanking our donors and new scholarships from the 2017 calendar year.
- An early "save the date" for Friday, July 27, the date of this year's golf outing at Wee-Ma-Tuk Country Club. More details to come, but get your foursomes together ASAP!

Mr. Colin Davis presented the following report:

- For those who shop at Kroger, the Foundation is now enrolled in the Kroger Community Rewards Program. Shoppers register their Kroger Plus Rewards Card (the same card they shop with normally) on the Kroger website and select the SRC Foundation as their charity of choice, and Kroger will donate a portion of those sales to the SRC Foundation. It's similar to Amazon Smile in this regard, but we're one of two charities enrolled in Canton.
- This past Saturday night, pirates took over the Macomb Outreach Center for "Murder Among the Mateys," which raised over \$10,000 for the Foundation. Full fundraising totals will be in next week, but kudos to Trustee Maguire on his outstanding acting job in serving as the victim for the event. He thanked the Committee for planning the event.

#### 1.10 Report – Board Member Comments

Mr. Schleich asked if there were any comments from Trustees. Mr. Maguire said that he and President Oldfield attended a session on governing boards and affiliated organizations. The topic was the relationship between Boards and Foundations. A number of specifics were discussed during the session, and the material will be available online to share with ourselves and our Foundation.

Mr. Cremer echoed Colin's comments on the Foundation fundraiser, and Mandi Kreps and Erin Orwig did an outstanding job.

Mr. Schleich thanked Holly Norton and Brad O'Brien and whoever else was involved in setting up the Ag Breakfast. He felt it was a good meeting with a lot of interest in the Ag program. The question is how we move forward. Kent said he appreciated the time that was devoted to planning this meeting.

## 2.0 PRESIDENT'S REPORT

### 2.1 Communications

President Oldfield shared that Resham Singh, Jr. and Amy Toothaker were selected as our All Illinois Academic Team members for recognition at the PTK banquet in Springfield. In addition, Amy was selected as a Coca Cola Academic Team Silver Scholar for her academic recognition. Amy will receive a \$1,250 scholarship from Coca Cola. President Oldfield said this

is a great award because a very small percentage of students are recognized. This makes two years in a row that we have had a Coca Cola scholarship winner.

President Oldfield asked how many Trustees are planning to attend graduation. It will be held on May 12 at the Canton Campus in the Multipurpose building. Caps and gowns will be ordered next week for the ceremony. Please let Julie know if you will not attend.

President Oldfield reported that Michelle Bugos shared with him late this afternoon that SRC was recognized by Interactive Health as one of the healthiest companies in America for 2017.

- Havana Center Update – Stephanie Howerter presented the following report:
  - Havana Health Career Opportunities. Stephanie reported that we initiated this partnership with SIU, U of I Extension as well as others to create this program that allows high school students to go through a series of visits with hospitals to learn about the different types of health careers that are available. Last year 27 students participated, and this year we have 11 students and now include all high school students, not just juniors and seniors.
    - Havana Health Career Opportunities Advisory Committee
      - 2<sup>nd</sup> year of the program in Havana; 11 students enrolled.
      - VSK credit offered – reflected on transcripts
      - Program has branched out to other communities: Canton & Macomb.
        - Mentoring Role – Stephanie reported that she is serving as a mentor for John Wood Community College and Rend Lake College (possible for future)
        - Health Career Observation class - Provides job shadowing opportunities for the students. We served about 15 students last year.
        - Observation hours required for medical programs.
  - Opportunities to Promote SRC & the Havana Center
    - Early Childhood Council – Stephanie serves on this Council, and there are monthly meetings.
      - Educational, fun events; 75-100+ attendees
      - April 18 Week of the Young Child event– CDT involvement because this year’s theme is “Big Vehicles.” We see between 75 to 100 people during that event.
    - Coordinating Council – Social service agencies meet every other month to discuss opportunities to coordinate with other agencies.
      - Opportunities to share SRCs information
      - Provides an opportunity to partner with others
    - CAPCIL: Jobs for Life Champion – Stephanie serves with this group through Community Action. Grant funds support the 8 week, 16 meetings where students learn job skills, how to write a resume, how to interview. After that program, successful students can complete their GED if they haven’t already. If the student has their diploma or GED, CAPCIL pays for them to start a program. This is a great partnership.
    - MDH Auxiliary Member – Stephanie serves on this Board through Mason District Hospital.
    - Havana Public Library District Board Member – Stephanie reported that she is in the process of setting up some training opportunities for the library.
    - Havana Chamber of Commerce Board Member
    - Downtown Havana Business Group – Havana has partnered with 353 Court out of Pekin, and through this project the City applied for a grant and received \$5,000 for workforce training, and we will be providing that training.
  - Downtown Business Training
    - Working with 353 Court, LLC and City of Havana
      - \$5,000 grant from USDA Rural Business Development

- Contract began March 1 and ends December 31
- Will create new classes and customized classes for businesses
- Application process for businesses
- Businesses will receive free training and SRC provides the training and grant funds for services

The Board thanked Stephanie for her report.

2.2 Business and Finance Report

2.2.1 Authorize the following payments for the month of March 2018:

Payroll	\$ 571,789.09
Accounts Payable (excluding Travel)	1,081,103.85
Accounts Payable Travel Expenses	4,688.31
Accounts Payable BOT Travel Expenses	91.81
Student Refunds:	701,867.53
<b>TOTAL:</b>	<b>\$2,359,540.59</b>

Following a motion by Mrs. Butler, seconded by Mr. Cremer, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees authorized the following payments for the month of March 2018:

Payroll	\$ 571,789.09
Accounts Payable (excluding Travel)	1,081,103.85
Accounts Payable Travel Expenses	4,688.31
Accounts Payable BOT Travel Expenses	91.81
Student Refunds:	701,867.53
<b>TOTAL:</b>	<b>\$2,359,540.59</b>

2.2.2 Approve a contract with Kreiling Roofing, Peoria, Illinois, in the amount of \$197,031 for the replacement of the back two-thirds of the Votec roof. Funds for the project are available from the 2017 PHS tax levy.

President Oldfield presented this item for the Board’s consideration. Mr. Murphy asked how this stacked up with the other roof projects. Brett said that is right on budget for what we were planning and levied. Phil asked if the costs are increasing. Brett said a little. Last year we had to do a portion of the roof replacement in two bids, and we did the same this time. President Oldfield said we only saw a slight construction per square foot increase. Brett said we know we have some areas of wet insulation, and we have allowances for that. Phil asked about the Johnson Street facility in Macomb. Brett said we are ok there. Mrs. Butler asked if we have had prior experience with Kreiling. Brett said yes, in 2014 they did the lower portion of the Votec roof. They did great work for us. Mr. Schleich asked if the structures will be the same. Brett said yes. Since this is over the shop, as soon as the weather breaks, they will be able to start. Mr. Maguire asked if any of the steel decking will be reviewed. Brett said they only peel off the rubber membrane and expose as much as they can replace in a day. Insulation will be considered. He doesn’t expect any steel decking issues. The current roof is meant to handle the sound issues in that building.

Following a motion by Mrs. Butler, seconded by Mr. Maguire, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved a contract with Kreiling Roofing, Peoria, Illinois, in the amount of \$197,031 for the replacement of the back two-thirds of the Votec roof. Funds for the project are available from the 2017 PHS tax levy.

### 2.3 Institutional Planning

President Oldfield said that Brett Stoller had a Facilities Update

- Facilities Update – Brett Stoller presented the following report:

#### **Canton HVAC Replacement**

##### **Taylor Geo Thermal Well Field:**

24 of 40 wells (300 foot) drilled and backfilled with thermal grout (60% complete). 4" supply and return lines into all three mechanical rooms. Foundations are in as well as rough piping.

Monday & Tuesday were called due to weather.

Overall we have lost 10 days from below freezing conditions or rain.

All well field work will be done on time. We want to have the Taylor well field finished first.

##### **Taylor, Centers, Engle General Construction Mechanical Rooms:**

General site work is running well and on schedule.

All additions have footings, plumbing, geothermal loop, final grade and gravel.

We are ready to start block walls.

After installing two rows of blocks we will pour and finish the room floors.

##### **Water Tower**

Road behind the gym has been installed.

Foundation for pump station and back-up generator is poured, floor in next week.

Eight caissons have been drilled and poured for tower.

Excavation for base should be next week along with pouring concrete for the base of the water tower and the foundations for the pump stations and backup generator.

##### **Macomb Science Lab**

All plans in place for gas, water, and waste rough-in.

Furniture has been ordered.

Work to commence week after graduation. We hope to be done in early July.

##### **Votec Roof Replacement**

Bid approved tonight.

Work to start as soon as weather breaks.

##### **Canton Campus Tuck Pointing**

Work has started but slow due to weather – in Canton. It is great that Ottobaum won the bid because they are also the main concrete folks for the HVAC and water tower projects.

##### **Multi-Purpose Carry-Over Funding**

Signed last payment document for BLDD last week.

Should be getting to “take back” the funds in the next couple weeks. (roughly \$400,000).

### 3.0 ADDITIONAL ITEMS

- President’s Annual Self-Evaluation Letter. President Oldfield said that he has prepared his letter for the evaluation process, and it is in SharePoint for the Board’s review. This starts the process for his

evaluation, and the instrument is the same and is also in SharePoint. The timeline is March kicks off the process, April the Board would hopefully have instruments turned in to Julie and tabulated for review. The Board would review in May and the final summary of the evaluation is June. Mr. Schleich said Trustee Meade has agreed to shepherd that process along for the Board, and instruments are due to Julie by April 15, and the results will be presented to the Board at the April Board Meeting.

3.1 Approval of Board of Trustees 2018-2019 Budget

President Oldfield presented this item and reminded the Board that the Board starts the budgeting process by adopting its budget. President Oldfield explained that we no longer have Cognos as an option, and the CX budget presentation is not quite as inviting but the information is still the same.

Following a motion by Mr. Maguire to approve the Board's 2018-2019 budget with a \$0 decrease, seconded by Mr. Murphy, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved a \$0 decrease in their 2018-2019 Budget.

- 4.0 CLOSED SESSION. In accordance with the Illinois Open Meetings Act, Section 2 (c), the Board of Trustees will adjourn to Closed Session for the purposes of paragraph 1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; and 3) collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

Mr. Schleich said there was not a call for Closed Session.

5.0 ADJOURNMENT

Following a motion by Mrs. Butler, seconded by Mr. Singh, Jr., and unanimous approval, the Regular Meeting of the Spoon River College Board of Trustees, March 28, 2018 adjourned at 6:41 p.m.

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Mr. Kent Schleich, Chair

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Date

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Mr. Phillip Murphy, Secretary