

**MINUTES OF REGULAR BOARD MEETING
JANUARY 26, 2021**

The Board of Trustees of Community College District 509, Counties of Kane, Cook, DuPage, McHenry and DeKalb, State of Illinois, convened a regular meeting on Tuesday, January 26, 2021, in Building E, Room E100.01/Virtual.

1. Call to Order and Roll Call

Chair Redmer called the regular meeting to order at 6:31 p.m., indicated that a quorum was present, and asked the recorder to call roll.

Trustees present: Dr. Redmer, Ms. Rakow, Mr. Meyer, Mr. Duffy, Dr. McCreary, Mr. Nowak, Dr. Ollayos and student trustee, Ms. Vitacco
All trustees participated virtually.

Trustees absent: None.

ECC staff and Others present: Dr. Sam, President; Dr. Heinrich, VP Teaching, Learning and Student Development; Dr. Wagner, VP Business & Finance; Dr. Garber, VP Planning, Institutional Effectiveness and Technology; Ms. Kerruish, Recorder; and ECC staff members and visitors.

2. Statement from the Chair regarding COVID-19 Disaster

On January 8, 2021, Governor J B Pritzker extended by 30 days, until February 6, 2021, the disaster proclamation relating to COVID-19. Since attendance at the meeting location is not practical or prudent because of the COVID-19 disaster, this meeting is being conducted virtually. Members of the public may virtually attend this meeting. There is no in-person attendance at this meeting.

On June 12, 2020, the Governor signed Public Act 101-0640 into law. This new law amends the Open Meetings Act to authorize public bodies to meet remotely without the otherwise required quorum present at the meeting place.

- 1. This authorization is only effective when the Governor has issued a disaster declaration that covers the jurisdiction of the public body.*
- 2. The head of the public body must make a determination that an in-person meeting is not practical or prudent due to a disaster. Our agenda states that there is a virtual component to this meeting as we adhere to the restrictions of the Phase 4 Recovery Plan.*
- 3. Roll Call will determine whether a trustee is attending in-person or virtually and confirm that all are able to hear each other during the meeting.*
- 4. Members of the public are welcome to attend in person or virtually.*
- 5. One member of the public body or the chief administrative officer or the chief legal officer must be present at the meeting place. Since attendance at this meeting is not practical or prudent, there is no in-person attendance for this meeting.*
- 6. All votes must be by roll call.*
- 7. Notification has been provided in accordance with the Open Meetings Act.*
- 8. Both Open and Closed sessions of a virtual meeting of the public body must be recorded.*

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3. Preliminary Matters

Following the Pledge of Allegiance led by Trustee Meyer, Student Trustee Vitacco read the Board Purpose.

4. President's Report

- Dr. Sam recognized the presence of Professor Tarver, as well as ECCFA and SSECCA representatives, via virtual connection.
- The College has received reaffirmation of its Aaa ratings. Only four community colleges in the state of Illinois have achieved this favorable status. Bond refunding has resulted in a \$16.8 million savings benefit to the community. Congratulations to the Business and Finance department for their hard work; and thanks to the Board and everyone at ECC for their financial prudence.
- ECC's new fire engine is at the Burlington campus and now being utilized for student training.
- The Radiography program has once again achieved a 100% pass rate, and all students seeking employment have already received jobs. The program has maintained a 100% success rate for eleven straight years.
- The CDC announced phase 1B of the COVID-19 vaccine rollout, indicating community colleges and universities are part of this phase; however Illinois and Kane County have determined we are not on the list. One college has been successful in being included. We have reached out to inquire about the process, but as of now, Kane County has confirmed that higher education is not included in this group. Safety is our top priority, and we will continue our outreach.

5. Audience Wishing to Address the Board

There were no audience members wishing to address the board.

6. Board Reports

A. Committee of the Whole

Trustee Nowak provided an update on the January 25 Committee of the Whole meeting, noting there were four presentations: FY2020 Single Audit Report, TRIO Talent Grant Update, Cybersecurity Video and a Marketing & Communications Year-End Video. Questions on purchases were addressed, and one board action was split. Minutes of the Committee of the Whole meeting will be available on ECC's website (elgin.edu) following approval.

B. Illinois Community College Trustee Association (ICCTA)

Trustee Ollayos mentioned ICCTA's government relations and public policy report, which includes a leadership update, information on the new system, and key session dates for the House and Senate. Upcoming events include the governor's state of the state budget address; ICCTA meeting with Tammy Duckworth on February 4, which members can join via Zoom; board of representatives meeting on January 30, and March 12 ICCTA meetings. Awards nominations are due February 26. Additional information will be available following the meeting on January 30.

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C. Association of Community College Trustees (ACCT)

Trustee McCreary stated the ACCT National Legislative Conference will be take place February 8 – 10, and the Finance Committee meeting will be held the prior week.

D. Legislative

Trustee Rakow stated that she will participate in the ACCT Summit along with Trustees Ollayos, Duffy, Redmer, and Student Trustee Vitacco; and Trustee McCreary will attend the Finance Committee meeting. Meeting requests have been sent to congressmen, and a meeting has been scheduled with the education representative from Senator Durbin's office on February 25. It was noted that Dr. Blacksmith was invited to join the St. Charles Chamber's legislative committee's Latino Council on Higher Education.

E. ECC Foundation

Chair Redmer reported the following: The Foundation has successfully raised \$629,409 in cash and pledges as of December 31, 2020, representing 88% of the FY21 goal for Major Gifts and Annual Fundraising sub-categories. To date, 74% of scholarship funds have been awarded for the 2020-21 academic year. Thirteen students participated in the Complete to Compete program. The Foundation's retreat on January 22 was very successful. Funding categories will be announced shortly.

F. Student Report

Student Trustee Vitacco provided an overview of the written report. Student Government's mask fundraiser will begin in February, with 100% of proceeds going to ECC's Foundation.

7. Board Action No. 107-A-21, Acceptance of College Reports

- A. Personnel (December)
- B. Treasurer (November)
- C. Student (December)

College Reports Under Separate Cover

- D. Institutional Advancement and ECC Foundation (December)
- E. Community Engagement and Legislative Affairs (December/January)
- F. Annual Insurance Coverage Report (September 1, 2020-September 1, 2021)

Chair Redmer confirmed receipt, either attached or under separate cover, of the aforementioned written reports.

Motion: Trustee Ollayos moved to accept the college reports.

Second: Trustee Nowak seconded the motion.

Roll-Call Vote: Aye, 7; Redmer, Rakow, Meyer, Duffy, McCreary, Nowak, Ollayos; nay, 0; student trustee Vitacco, aye; motion carried

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8. Board Action No. 108-A-21, Consideration of Approval of the Agreement Between the Board of Trustees of Community College District 509 (Elgin Community College or ECC) and the International Union of Operating Engineers Local No. 399 – January 26, 2021 – June 30, 2024

Motion: Trustee McCreary moved to accept the agenda item as presented.

Second: Trustee Meyer seconded the motion.

Trustee Meyer stated that the new agreement was collaborative and serves as a model for other bargaining units. He thanked all involved in the negotiations, as well as the members of the union.

Roll-Call Vote: Aye, 7; Redmer, Rakow, Meyer, Duffy, Nowak; Ollayos; nay, 0; abstain, 0; student trustee Vitacco, aye; motion carried.

9. Consent Agenda

The following items were removed from the Consent Agenda for comments prior to consideration:

H.2.Board Action No. 117A-B-21, Architectural Fees – Demolition and Property Restoration, 600 S. McLean Blvd.

H.2.Board Action No. 117B-B-21, Architectural Fees – Demolition and Property Restoration, Building L

H.3.Board Action No. 118-B-21, Architectural Fees-Truck Driving and Building E

Chair Redmer read the following consent agenda items:

A. Board Action No. 109-A-21, Minutes of the Regular Board Meeting of December 8, 2020

B. Board Action No. 110-A-21, Minutes of Closed Session of the Regular Board Meeting of December 8, 2020

C. Board Action No. 111-A-21, Minutes of the Special Board Meeting of December 22, 2020

D. Board Action No. 112-A-21, Destruction of Audiotapes of Closed Session Meetings of June 11, June 18 and June 19, 2019

E. Board Action No. 113-F-21, Ratification of Report of Expenses

F. Board Action No. 114-F-21, Single Audit Report – Fiscal Year 2020

G. Board Action No. 115-B-21, State Deferred Maintenance Capital Project-Campus Door Replacement and Security System

H. Purchases

1. Board Action No. 116-B-21, Architectural Fees-Building H Renovation-Phase 2, authorizes the administration to contract for professional programming, design, and administration of the College's Building H Renovation – Phase 2 project with Dewberry Architects, Inc. (Elmhurst, IL) in an amount not to exceed \$548,280.

4. Board Action No. 119-B-21, Building O Chiller Repairs, authorizes the administration to contract to with Thermosystems, LLC (Elmhurst, IL) for the repair of the Daikin/McQuay TurboCore chiller located in Building O in the amount of \$60,028.

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5. **Board Action No. 120-B-21, Construction Management Fees – Building H Renovation – Phase 2**, authorizes the administration to contract for professional construction management fees for the College’s Building H Renovation – Phase 2 project with Lamp, Inc. (Elgin, IL) in an amount not to exceed \$588,495.
 6. **Board Action No. 121-B-21, Data Center Server Room HVAC Project**, authorizes the administration to contract for the replacement of an installation of heating, ventilation, and air conditioning (HVAC) equipment in the College’s main server room with Amber Mechanical Contractors, Inc. (Alsip, IL), the lowest responsible bidder, in an amount not to exceed \$273,000.
 7. **Board Action No. 122-I-21, Desktop Milling Machines Purchase**, authorizes the administration to purchase three (3) Haas CNC (Computerized Numerical Control) Desktop Milling machines for Industrial Manufacturing Technology (IMT) Program from Haas Factory Outlet (HFO) Chicago LLC (Elk Grove Village, IL), in the amount of \$11,047.50 per each unit, for a total of \$33,142.50.
 8. **Board Action No. 123-A-21, Donor Relationship Management Software**, authorizes the administration to contract for Donor Management software system for the College’s Foundation from Sleek Consulting (Kingston, NH), Salesforce (San Francisco, CA), and other third-party software, in the amounts of \$154,400, \$56,277, and \$60,528 respectively, for a total of \$271,205 for the period of three (3) years.
 9. **Board Action No. 124-B-21, Tractor Purchase**, authorizes the administration to purchase a tractor from Alta Equipment Company (South Elgin, IL), the lowest responsible bidder, in the amount of \$53,107.72.
 10. **Board Action No. 125-A-21, Transcript Services**, authorizes the administration to contract with Parchment (Scottsdale, AZ) for transcript credential services for the period of three (3) years with the ability to extend the contract for two (2) additional, one (1) year terms in an amount not to exceed \$10,000 annually. This amount is based on an estimated 25,000 requests.
- I. Resolution of Appreciation**
1. **Board Action No. 126-A-21, Retiree, Deborah Wollenberg, Director of Clinical Lab Technology and Histotechnology Programs**

Motion: Trustee Rakow moved to approve the consent agenda as presented.

Second: Trustee Duffy seconded the motion.

Roll-Call Vote: Aye, 7; Redmer, Rakow, Meyer, Duffy, McCreary, Nowak, Ollayos; nay, 0; student trustee Vitacco, aye; motion carried

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Other

H.2. Board Action No. 117A-B-21, Architectural Fees – Demolition and Property

Restoration, 600 S. McLean Blvd., authorizes the administration to contract for professional architectural services from JP Architects, LTD (Palos Heights, IL) for the demolition of the building and restoration of the property at 600 McLean Blvd. in an amount not to exceed \$28,000.

Motion: Trustee Ollayos moved to approve the agenda item as presented.

Second: Trustee Duffy seconded the motion.

Roll-Call Vote: Aye, 5; Redmer, Rakow, McCreary, Duffy, Ollayos; nay, 2; Meyer, Nowak; student trustee Vitacco, aye; motion carried

H.2. Board Action No. 117B-B-21, Architectural Fees – Demolition and Property

Restoration, Building L, authorizes the administration to contract for professional architectural services from JP Architects, LTD (Palos Heights, IL) for the generator and hot water heater installation in Building L in an amount not to exceed \$16,640.

Motion: Trustee Rakow moved to approve the agenda item as presented.

Second: Trustee McCreary seconded the motion.

Roll-Call Vote: Aye, 7; Redmer, Rakow, McCreary, Meyer, Duffy, Nowak, Ollayos; nay, 0; student trustee Vitacco, aye; motion carried.

H.3. Board Action No. 118-B-21, Architectural Fees-Truck Driving and Building B,

authorizes the administration to contract for professional architectural services from Perkins and Will (Chicago, IL) for the Truck Driving Modular Building and the Building B Student Services Remodel projects in the amount of \$20,933 and \$24,487 respectively.

Motion: Trustee Ollayos moved to approve the agenda item as presented.

Second: Trustee McCreary seconded the motion.

Trustee Meyer stated concerns with committing to a stand-alone structure. Clarification was offered indicating that this action is for architectural costs associated with proposed options. Issues with the current structure were outlined. Discussion included the option of using a different location in the interim. Concerns were raised about spending money twice. Trustee Nowak stated his concern regarding the current condition of the building. Dr. Sam indicated that the truck driving program was originally slated to move to the Burlington campus, however student access was an issue. Options will be provided to the Board for review.

Motion: Trustee McCreary moved to amend the motion to cover only the architectural plan presented.

Second: Trustee Meyer seconded the motion.

Following further discussion it was clarified that this action is for architectural services only; no construction is included.

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The amended motion was not necessary. The amended motion and the second were withdrawn.

Roll-Call Vote: Aye, 7; Redmer, Rakow, Meyer, Duffy, McCreary, Nowak, Ollayos; nay, 0; student trustee Vitacco, aye; motion carried

10. Other Possible Action Subsequent to Discussion in Closed Session

There were no actions brought forward subsequent to discussions in closed session.

11. Old Business

There was no old business brought forward.

12. New Business

Trustee Ollayos commented on the LATINX article that was provided in the Board packet. Trustee Meyer reminded everyone of the IDPH COVID testing location this week.

Adjournment


Motion: Trustee Meyer moved to adjourn the meeting.

Second: Trustee Nowak seconded the motion.

Roll Call Vote: Aye, 7; Redmer, Rakow, Meyer, Duffy, McCreary, Nowak, Ollayos; nay, 0; student trustee Vitacco, aye; meeting adjourned at 7:24 p.m.



Jeffrey A Meyer, JD, Board Secretary



Diane Kerruish, Board Recorder