Minutes of the Regular Meeting of the Board of Trustees of Community College District No. 532, County of Lake and State of Illinois, held at the Administration Office of the College of Lake County, 19351 W. Washington Street, Grayslake, Illinois on September 24, 2013 at 6:00 P.M.

Call to Order: The meeting was called to order at 6:00 P.M. by Chairman Howland.

Roll Call: Present: Mr. Anderson, Dr. Carrigan, Ms. Goshgarian, Dr. Griffin, Ms. Howland, Mrs. Oilschlager, and Ms. Welton, Student Trustee

Absent: Ms. Paul

Others Present: Dr. Weber, President; Mr. Agazzi, Vice President for Administrative Affairs; Dr. Haney, Vice President for Educational Affairs; Ms. Mason, Assistant to the President/Recording Secretary; Dr. Ardito, Physical Education Instructor; Mr. Evans, Director of Facilities; Mr. Harden, Chief of Staff; Mr. Hittenmiller, Assistant Controller; Ms. Hlavin, Associate Vice President for Student Development; Ms. Hoy, Faculty Senate Chair; Dr. Kyriakos, Health Information Technology Instructor; Mr. Kyriakos, Media Technology Specialist; Dr. O’Brien, Assistant Vice President for Educational Affairs; Ms. Rarick, Senior Marketing/Communications Analyst; Mr. Sanghvi, Chief Information Officer; Dr. Santos-George, Assistant Director of Educational Affairs Operations; Ms. Sarich, Adjunct Faculty President; Ms. Schiele, Executive Director of Public Relations and Marketing; Ms. Shakir, Counselor; Mr. Williams, Controller; Ms. Yasecko, Executive Director of Human Resources; Ms. Abernethy, Partner, McGladrey LLP; Dr. Anastasio; Mr. DeBruler, The DeBruler Company; Mr. Gisler, Konica Minolta Business Solutions USA, Inc.; Mr. Kadakia, Vice President, Sales and Marketing, Solidia Business Products and Services Company; Ms. Leja, Director, McGladrey LLP; Mr. Miller, Cotter Consulting; Mr. Riley, Legal Counsel, Robbins, Schwartz, Nicholas, Lifton & Taylor, Ltd.; Mr. Shipley, Manager, McGladrey LLP; and other guests.

Approval of the Agenda: The Agenda was presented to the Board for approval.

It was moved by Carrigan, seconded by Anderson, that the Agenda be approved as presented and made a part of the official minutes.

Upon roll call, the vote was as follows:

Student Advisory Vote: Aye – Welton

Ayes: Anderson, Carrigan, Goshgarian, Griffin, Howland, Oilschlager

Nays: None

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.
The Minutes of the Regular Meeting of August 27, 2013 were presented to the Board for approval.

It was moved by Goshgarian, seconded by Carrigan, that the Minutes of the Regular Meeting of August 27, 2013 be approved as presented and made a part of the official minutes.

Trustee Oilschlager requested clarification of the Minutes on pages five and six referencing additional suggestions from the Trustees for alternate speakers for the 2014 Commencement Ceremony. Dr. Weber stated that the Trustees should review the alternate list of speakers and contact Mr. Derrick Harden, Chief of Staff, with any recommendations for additional speakers. Following receipt of feedback from the Trustees, he noted that a revised list of alternate commencement speakers would be forwarded to the Board and Mr. Harden would then contact the Trustees for their rankings of the alternate speakers.

Upon roll call, the vote was as follows:
Student Advisory Vote: Aye – Welton
Ayes: Anderson, Carrigan, Goshgarian, Griffin, Howland, Oilschlager
Nays: None

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.

The Minutes of the Closed Meeting of August 27, 2013 were presented to the Board for approval.

It was moved by Goshgarian, seconded by Carrigan, that the Minutes of the Closed Meeting of August 27, 2013 be approved as presented and made a part of the official minutes.

Upon roll call, the vote was as follows:
Student Advisory Vote: Aye – Welton
Ayes: Anderson, Carrigan, Goshgarian, Griffin, Howland, Oilschlager
Nays: None

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.

Chairman Howland announced that this was the point in the meeting reserved for those in the audience who wished to address the Board.

Ms. Shakir, Counselor, addressed the Board stating that she sent a letter dated September 4, 2013 to the Trustees regarding her concerns related to the recent college reorganizations, decision-making and planning, transparency, employee morale associated with the Compensation Study, lack of diversity in higher level positions, and the Executive Director of Human Resources reporting to a Vice President rather than the President; the need for temporary space at the Lakeshore Campus for additional services for students enrolled in developmental
education courses and college-level courses; and her participation in the reorganization survey sent to all employees. She indicated that she has spoken with both Drs. Weber and Haney regarding her concerns. Ms. Shakir stated that she would like to know from the Board the reasons for the reorganization, why it needed to be approved at the May 21, 2013 Board of Trustees Meeting, and the process that will be used to determine the effectiveness of the reorganization, as well as their suggestions on how to improve employee morale resulting from the reorganization and the Compensation Study.

Ms. Shakir also expressed her excitement regarding the $36 million that the State of Illinois released for the Lakeshore Campus expansion. In 2006, she noted that Dr. Richard Fonte announced to the CLC community and the Lakeshore Advisory Committee that the RAMP plan for Student Services and Adult Education at the Grayslake Campus had been moved to the Lakeshore Campus. Ms. Shakir cited an example of a cubicle without a ceiling used by Academic Advisors as demonstrative of the need for temporary space at the Lakeshore Campus while waiting for the expansion of the campus.

At the conclusion of her remarks, Ms. Shakir distributed an additional letter to the Board dated September 24, 2013.

Chairman Howland thanked Ms. Shakir for her comments and stated that established procedures would be followed in responding to her September 4, 2013 letter addressed to the Board.

Trustee Oilschlager requested that Ms. Shakir’s September 4, 2013 letter be included in the official minutes. She also wanted to make sure that the Board’s input was sought when responding to Ms. Shakir. Chairman Howland assured the Trustees that they would have an opportunity to review the response to Ms. Shakir before the letter was forwarded to her. Trustee Griffin commented that a discussion was needed on this topic, since Ms. Shakir’s letter was addressed to the entire Board. Chairman Howland stated that she would make sure the Board received the draft response for their input prior to being sent to Ms. Shakir, and the issue would be discussed with the Board. In response to Trustee Oilschlager’s comment that she thought the topic could be discussed tonight, Chairman Howland replied that the item was not on this evening’s Agenda.

Commenting on the activities of the Illinois Community College Trustees Association (ICCTA), Chairman Howland mentioned that Trustees Anderson and Oilschlager attended the September 13-14, 2013 ICCTA seminar and Board of Representatives meeting in Springfield. She noted that she was also planning to attend these events, but had a last minute schedule conflict. Chairman Howland also indicated that Student Trustee Welton participated in the Illinois Community College Board (ICCB) Student Advisory Committee (SAC) meeting held
Chairman’s Report: (Cont.)

Trustee Oilschlager distributed a copy of the ICCTA Board Highlights for each of the Trustees. She reported that formal action was taken at the meeting to support full funding of Illinois Veterans Grants and also learned that ICCTA received a “clean” audit for Fiscal Year 2013. In addition, Trustee Oilschlager stated that a discussion was held regarding the letters that all community colleges received from the Internal Revenue Service (IRS) imposing penalties for not providing correct social security numbers for students. She indicated that all community colleges were obligated to respond to the IRS, but it could be as simple as the institutions did not have all students’ social security numbers. Trustee Oilschlager also informed the Board that they discussed the implementation of “return to work” restrictions and explained the liability related to the changes and the need for a procedure. Trustee Anderson reported that a lot of time was spent discussing the “return to work” restrictions. As Chair of the ICCTA Bylaws Committee this year, Trustee Anderson noted that proposed revisions would be brought forward at the November Board of Representatives meeting. In addition, he commented that full funding of Illinois Veterans Grants would be very helpful for our veterans. At the SAC meeting, Student Trustee Welton commented that an election was held to select the Chair, Vice Chair, and Secretary for the upcoming year.

Chairman Howland circulated a note of appreciation received from Ms. Loyeen Woodruff for honoring the memory of Mr. William Woodruff, father of Ms. Susan Hamilton, Lead Software Developer. She also circulated a letter dated September 13, 2013 that she received from Mr. Steve Blomgren, CLC’s Head Cross Country Coach, thanking the Board for their support of athletes.

Referencing the discussions at the September Board Planning Retreat, Chairman Howland stated that a poll was needed to determine whether or not to implement a Consent Agenda for future meetings. Student Trustee Welton commented that she was in favor of a Consent Agenda and it could possibly save some time. Trustee Carrigan stated that he was also in favor of a Consent Agenda and suggested initially implementing it for three months. Trustee Oilschlager stated that she spoke to other community college Trustees and they mentioned that Consent Agendas do not save any time. She also commented that a Consent Agenda could be more confusing by pulling off agenda items and felt a Consent Agenda would conflict with her fiduciary responsibility. For these reasons, Trustee Oilschlager stated that she was not in favor of a Consent Agenda. In addition, she noted that Trustee Paul previously expressed her concerns as well in implementing a Consent Agenda. Trustee Goshgarian noted that a Consent Agenda was a good idea for a lot of public meetings; however, if all of the Trustees did not agree with using a Consent Agenda, she did not think it would be appropriate to do so. She also noted that Trustee Paul was not in favor of implementing a Consent Agenda, but she disagreed with Trustee Oilschlager’s comments regarding her fiduciary responsibility because she felt that a Consent Agenda would not change a Trustee’s fiduciary responsibility. If using a Consent Agenda was not seen as a benefit, Trustee Goshgarian stated that she was not in favor of it. Trustee Griffin commented that a Consent Agenda has some merit and recommended revisiting this issue later. Trustee Anderson agreed with
Chairman’s Report: (Cont.)

Trustee Griffin. At the conclusion of the discussion, Chairman Howland stated that a Consent Agenda works for many organizations, but after hearing everyone’s comments, a Consent Agenda would not be implemented at CLC at this time. However, she cautioned the Trustees to address any personal questions on a particular agenda item prior to a meeting by contacting the administration for an answer to their inquiry. Prior to each Board Meeting, Chairman Howland noted that Dr. Weber calls each of the Trustees and either there are no questions or his call is not answered. In addition, she commented that business needed to keep moving during a meeting and indicated that motions needed to be made and seconded.

At the recent Board Planning Retreat, Trustee Griffin stated that he would have liked time to discuss various issues and suggested that discussion time be built into the agenda for the next Planning Retreat to receive Board input. Trustee Oilschlager commented that there was no planning on the part of the Trustees at the September Planning Retreat.

Commenting on the activities of the Association of Community College Trustees (ACCT), Chairman Howland reported that the ACCT Annual Leadership Congress would be held in Seattle on October 2-5. She stated that CLC was entitled to one vote during the Congress and indicated that the Board needed to decide who would serve as the voting delegate and who would serve as the alternate voting delegate. Trustee Oilschlager indicated that she could not serve as the voting delegate this year as she was giving a presentation during the meeting. Trustee Anderson suggested that Chairman Howland serve as the voting delegate. Chairman Howland stated that she would serve in that capacity, if it did not conflict with her presentation. Dr. Weber noted that the administration would check the Congress schedule and get back to Chairman Howland. Trustee Carrigan indicated that he would serve as the alternate voting delegate. Trustee Anderson advised that he was participating in a Pre-Congress Academy panel discussion titled “The Chair’s Academy: The Leadership Team of the Board.” Chairman Howland also mentioned that she was participating in a presentation titled Measuring Sustainability: How Green Are You?”

Chairman Howland requested a Closed Meeting following the Regular Meeting under Chapter 5 of the Illinois Compiled Statutes (ILCS) 120 (Open Meetings Act)/Sections 2c(1) to discuss the “appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body;” 2c(5) to discuss “the purchase or lease of real property for the use of the public body;” and 2c(11) to discuss “litigation when an action against, affecting or on behalf of the particular body has been filed and is pending before a court and when the public body finds that an action is probable or imminent” with no action to be taken after the Closed Meeting.

Report of the President:

Dr. Weber announced that tomorrow, September 25, would mark 44 years that CLC has been serving students. Back in 1969, he noted that there were 2,360 full-time and part-time students and today there were more than 17,000 students attending CLC.
Report of the President:  
(Cont.)

As mentioned in last week’s Update, Dr. Weber stated that the Governor’s event last Thursday was a great success and, with the Governor’s announcement, the College has now completed all of its funding for the Lakeshore Campus. He thanked the Trustees for participating in the event and noted that Trustee Paul could not be in attendance. Dr. Weber advised that he spoke to the Governor and his staff about having the new Lakeshore Campus as a Made in America project (7.5% at $3.25 million) and as a Net Zero Building (34% at $15.5 million), if additional external funding could be obtained. Dr. Weber extended his appreciation to Ms. Evelyn Schiele, Executive Director of Public Relations and Marketing, and her staff for their hard work in putting this event together. In addition, he thanked Chief Tom Guenther, the audio visual team, information technology, and all others who helped to coordinate the event. Trustee Anderson expressed his appreciation to the College’s lobbyists for their hard work in securing the funding for the Lakeshore project. Trustee Griffin suggested that the lobbyists be formally thanked at the upcoming Legislative Dinner. He also indicated that he would like to have a discussion regarding future projects for the College’s lobbyists. Dr. Weber agreed with Trustee Griffin’s suggestion.

Dr. Weber announced that invitations have been mailed to the Board for the Foundation Art Auction being held on Saturday, October 19, at the Lakeside Lodge at the Grand Dominion/Del Webb. He commented that this event would feature at least 100 pieces of artwork from the CLC’s art students and faculty, Lake County artists, and other artists of note.

Commenting on the October 8 Legislative Dinner, Dr. Weber noted that invitations have been mailed to all Lake County state legislators and additional governmental officials such as Mr. Michael Monaghan, Executive Director of ICCTA, as well as the new Executive Director of ICCB, Dr. Karen Hunter Anderson. He advised that the RSVP deadline was September 30, and he would update the Board on the number of RSVPs received for the event. Dr. Weber stated that a list of legislators was at their places with a column noting RSVP Status and Board Member Contact and asked each of the Trustees to sign up to reach out to two or three legislators to attend the Legislative Dinner. He also mentioned that it would be fine for the Trustees to duplicate their efforts in contacting the legislators. Dr. Weber announced that the theme for this year’s event was “Closing the Skills Gap” and a short presentation was planned on Manufacturing and Mechatronics programs. In addition, he noted that the dinner would be prepared by CLC’s Culinary Art students and pre-dinner music would be provided by a CLC student flutist and pianist.

Rather than citing enrollment figures, Dr. Weber noted that an Enrollment Report as of Census Day, September 9, 2013, was at their places and briefly reviewed the report and trends. He advised that an Enrollment Report would be provided to the Board every September and February, following tenth day enrollment. The Board engaged in a brief discussion regarding the Enrollment Report.
Report of the President: (Cont.)

Last Thursday through Saturday, along with Elgin Community College, Moraine Valley Community College, Triton College, and Waubonsee Community College, Dr. Weber announced that CLC co-hosted the National Community College Hispanic Council (NCCHC) Symposium in Lombard. He indicated that the purpose of the conference was to promote opportunities for emerging community college leaders who are part of emerging Hispanic Serving Institutions (HSI). In fact, as of the tenth day of enrollment, Dr. Weber reported that CLC Hispanic student enrollment reached over 25%, the threshold for becoming an HSI.

Dr. Weber announced that Dr. Margaret Kyriakos was selected as a 2013 American Health Information Management Association (AHIMA) Triumph Educator Award winner. He noted that Dr. Kyriakos was one of two recipients nationally and commented that AHIMA Triumph Award winners have demonstrated extraordinary leadership, volunteerism, and talent. Dr. Weber explained that these awards were the highest recognition of excellence, dedication, and service and awards will be presented to the winners at the 2013 AHIMA Convention and Exhibit in Atlanta in October.

Dr. Weber also announced that Dr. Frank Ardito was selected as the recipient of the 2013 Leadership Award by the National Wellness Institute (NWI) for his outstanding and ongoing work in the field of Health and Wellness Promotion. He mentioned that Dr. Ardito serves as the department chair of the Health and Wellness Promotion and Physical Education Programs at CLC, as well as the co-chair of CLC’s Wellness Committee with Dr. Deb Jezuit.

At Dr. Weber’s request, Mr. David Agazzi, Vice President for Administrative Affairs, introduced Mr. Gregory Evans, CLC’s new Director of Facilities. In his introduction, Mr. Agazzi stated that Mr. Evans was formerly the Director of Facilities at McHenry County College from 2010 to 2013 and held various positions with General Motors Corporation from Regional Facilities Manager to Industrial Engineer for over thirty years. In addition, he noted that Mr. Evans has a Bachelor’s Degree in Engineering from Northern Illinois University and a Master’s Degree in Project Management from DeVry University.

Dr. Weber invited Ms. Linda Abernethy, Ms. Tara Leja, and Mr. Matt Shipley of McGladrey LLP to present the Fiscal Year 2013 Audit Findings. Prior to their presentation, Mr. Agazzi commented that this was the College’s first year with a new auditing firm and thanked Ms. Abernethy and her team. Also, a copy of McGladrey’s powerpoint presentation was distributed to the Board. Highlights of their presentation included an overview of the McGladrey audit team presenting this evening and additional team members; financial audit results, including all “clean” audit opinions and audit opinions included in the financial report related to basic financial statements, audits of ICCB Grant Programs financial statements, internal control over financial reporting and compliance, and schedule of enrollment data and other bases; financial highlights for operating funds (Education and O & M) comparing 2013 to 2012; financial highlights’
summary of net position; required communications letter outlining significant audit communications, including a control deficiency letter; and Single Audit Report (Federal Program and Financial Aid Compliance). In regard to the Foundation’s audit, Ms. Abernethy stated that the audit was completed and a report would be issued reflecting an “unmodified or clean” opinion. Ms. Abernethy thanked CLC staff and management for their support and assistance while conducting the audit. Mr. Agazzi stated that the College received a very thorough audit, and noted that he was very impressed with the number of transactions the McGladrey team completed during the audit. In addition, Mr. Agazzi thanked Mr. Andy Williams, Controller, who performed the majority of the work in-house. Trustee Anderson expressed his appreciation to Mr. Agazzi and Mr. Williams and their staffs for a great job. Following a brief question and answer period, the Board thanked Ms. Abernethy, Ms. Leja, and Mr. Shipley for their presentation.

Dr. Weber stated that the Fourth Quarter Fiscal Accountability Report/Investment Report was previously forwarded to the Board for their review and a copy was also at their places tonight. He indicated that Mr. Agazzi would present a powerpoint presentation this evening, if the Board had any questions regarding the report. As there were no questions, Mr. Agazzi did not make a presentation.

Policy 402 – Residency – Revision – Second Reading was presented to the Board for approval.

**It was moved** Carrigan, seconded by Goshgarian, that Policy 402 – Residency – Revision – Second Reading be approved as presented and made a part of the official minutes.

Upon roll call, the vote was as follows:
Student Advisory Vote: Aye – Welton
Ayes: Anderson, Carrigan, Goshgarian, Griffin, Howland, Oilschlager
Nays: None

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.

Resolution Authorizing Budget Transfers and Accepting Monthly Financial Report was presented to the Board for approval.

**It was moved** by Anderson, seconded by Carrigan, that the Resolution Authorizing Budget Transfers and Accepting Monthly Financial Report be approved as presented and made a part of the official minutes.

Upon roll call, the vote was as follows:
Student Advisory Vote: Aye – Welton
Ayes: Anderson, Carrigan, Goshgarian, Griffin, Howland, Oilschlager
Nays: None

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.
Financial:  
(Cont.)  
Authorization to File Fiscal Year 2013 Audit was presented to the Board for approval.

*It was moved* by Anderson, seconded by Carrigan, that Authorization to File Fiscal Year 2013 Audit be approved as presented and made a part of the official minutes.

Upon roll call, the vote was as follows:
Student Advisory Vote: Aye – Welton  
Ayes:  Anderson, Carrigan, Goshgarian, Griffin, Howland, Oilschlager  
Nays:  None

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.

Purchasing:  
Biddable Items were presented to the Board for approval.

*It was moved* by Carrigan, seconded by Anderson, that Biddable Items, Agenda Items 8.1.1, Carpet and 8.1.2, Annual Refuse Removal Services, be approved as presented and made a part of the official minutes.

Upon roll call, the vote was as follows:
Student Advisory Vote: Aye – Welton  
Ayes:  Anderson, Carrigan, Goshgarian, Griffin, Howland, Oilschlager  
Nays:  None

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.

Biddable Items were presented to the Board for approval.

*It was moved* by Anderson, seconded by Carrigan, that Biddable Items, Agenda Item 8.1.3, Computers, be approved as presented and made a part of the official minutes.

In the past, Trustee Oilschlager commented that the State of Illinois offered a blanket contract for the purchase of computers. Mr. Agazzi replied that the State still did offer that option, which was looked into by the administration. However, with large purchases such as the one being recommended for approval this evening, he noted that the administration put the contract out for bid and advised that the bid amount being awarded to Heartland Business Systems was less than the amount of the State’s blanket contract.

In response to Trustee Goshgarian’s comment regarding home computers for administrators, Mr. Agazzi replied that this was the last year of the four-year schedule to replace home computers for administrators.
Trustee Griffin questioned why CDW did not submit a bid for this computer contract. Mr. Sanghvi, Chief Information Officer, responded that CDW was aware that they cannot compete in the market place on annual contracts for the purchase of computers. However, he stated that CDW submits bids on other equipment.

Following a brief discussion, the Board indicated that they encouraged consortium purchases, but also bidding on large contracts to obtain the lowest purchase price.

Upon roll call, the vote was as follows:
Student Advisory Vote: Aye – Welton
Ayes: Anderson, Carrigan, Goshgarian, Griffin, Howland, Oilschlager
Nays: None

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.

Authorization to Purchase Non-Biddable Items was presented to the Board for approval.

_It was moved_ by Anderson, seconded by Goshgarian, that Authorization to Purchase Non-Biddable Items be approved as presented and made a part of the official minutes.

In regard to Agenda Item 8.2.2, Copy Machine Lease Program, Trustee Oilschlager stated that there was a big difference in the amount of the bids submitted by Ricoh and Konica Minolta Business Solutions. She asked how the administration justified spending more money by recommending Konica rather than Ricoh, who submitted a lower bid. In addition to the explanation for this recommendation provided to the Board in last week’s Update, Mr. Agazzi replied that Ricoh, the lowest bidder did not completely respond to the RFP Scope of Work. He indicated that the cost of the contract being recommended for approval with Konica was over a five year period of three annual contracts and two optional renewals based on appropriation. Mr. Agazzi also mentioned that there was a cancellation clause and should projected costs increase by 10% of the bid amount, the administration would bring this item back to the Board.

Following a brief discussion, the Board requested clarity on when the administration needed to come back to the Board with increases in annual contract amounts for multi-year contracts.

Upon roll call, the vote was as follows:
Student Advisory Vote: Aye – Welton
Ayes: Anderson, Carrigan, Goshgarian, Griffin, Howland, Oilschlager
Nays: None

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.
Purchasing:  Disposal of Worthless, Obsolete Equipment, Material and Supplies was presented to the Board for approval.

It was moved by Anderson, seconded by Goshgarian, that Disposal of Worthless, Obsolete Equipment, Material and Supplies be approved as presented and made a part of the official minutes.

Upon roll call, the vote was as follows:
Student Advisory Vote: Aye – Welton
Ayes: Anderson, Carrigan, Goshgarian, Griffin, Howland, Oilschlager
Nays: None

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.

Contracts and Grants: Resolution Adopting In-Plan Roth Conversions for the College of Lake County 403b and 457 Plans was presented to the Board for approval.

It was moved by Anderson, seconded by Goshgarian, that the Resolution Adopting In-Plan Roth Conversions for the College of Lake County 403b and 457 Plans be approved as presented and made a part of the official minutes.

In response to Trustee Oilschlager’s question as to why this action needed to be taken, Mr. Agazzi explained that the requirements regarding the regulations governing these deferred compensation plans require that the Board approve plan changes.

Upon roll call, the vote was as follows:
Student Advisory Vote: Aye – Welton
Ayes: Anderson, Carrigan, Goshgarian, Griffin, Howland, Oilschlager
Nays: None

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.

Memorandum of Understanding Between Adlai E. Stevenson High School and College of Lake County was presented to the Board for approval.

It was moved by Goshgarian, seconded by Carrigan, that the Memorandum of Understanding Between Adlai E. Stevenson High School and College of Lake County be approved as presented and made a part of the official minutes.

Upon roll call, the vote was as follows:
Student Advisory Vote: Aye – Welton
Ayes: Anderson, Carrigan, Goshgarian, Griffin, Howland, Oilschlager
Nays: None

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.
Memorandum of Understanding Between Woodland School District 50 and College of Lake County was presented to the Board for approval.

**It was moved** by Goshgarian, seconded by Carrigan, that the Memorandum of Understanding Between Woodland School District 50 and College of Lake County be approved as presented and made a part of the official minutes.

Since the College would always assist in an emergency, Trustee Oilschlager asked whether an MOU was really necessary or was it better to have a policy. Mr. Agazzi replied that this issue was raised with Executive Staff and noted that school districts were requesting these types of joint agreements. Trustee Anderson commented that it could be part of the school districts’ emergency plans to have a signed MOU.

Upon roll call, the vote was as follows:
Student Advisory Vote: Aye – Welton
Ayes: Anderson, Carrigan, Goshgarian, Griffin, Howland, Oilschlager
Nays: None

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.

Retirements, Terminations, and Resignation Agreements were presented to the Board for approval.

**It was moved** by Anderson, seconded by Carrigan, that Retirements, Terminations, and Resignation Agreements be approved as presented and made a part of the official minutes.

In response to Trustee Anderson’s question as to how the funding has been significantly reduced in relation to the position of Office Associate for the Illinois Green Economy Network (IGEN), Dr. Weber replied that there has been a change to a renewable energy focus.

Upon roll call, the vote was as follows:
Student Advisory Vote: Aye – Welton
Ayes: Anderson, Carrigan, Goshgarian, Griffin, Howland, Oilschlager
Nays: None

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.

Leaves of Absence were presented to the Board for approval.

**It was moved** by Anderson, seconded by Carrigan, that Leaves of Absence be approved as presented and made a part of the official minutes.

Upon roll call, the vote was as follows:
Student Advisory Vote: Aye – Welton
Ayes: Anderson, Carrigan, Goshgarian, Griffin, Howland, Oilschlager
Nays: None
Human Resources Recommendations:
(Cont.)

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.

Position Additions, Reclassifications, Reorganizations, Deletions, and Vacant Positions were presented to the Board for approval.

_It was moved_ by Goshgarian, seconded by Anderson, that Position Additions, Reclassifications, Reorganizations, Deletions, and Vacant Positions be approved as presented and made a part of the official minutes.

In regard to Agenda Item 11.3.1, Sustainability Coordinator, Trustee Oilschlager stated this position was being deleted and now CLC was funding a Sustainability Manager position and commented that she thought the Master Plan was fully funded at this point. She requested clarification on how a grant-funded position could end and then be replaced with a position funded by CLC. In his experience, Mr. Agazzi stated that he has found that staff knowledgeable in sustainability could be instrumental in reducing costs and assist with obtaining grants. He further noted that grant-funded positions traditionally were not guaranteed positions and recommended consideration of funding this position. In addition, Mr. Agazzi suggested that it was an appropriate policy question for the Board to require extra scrutiny when changing a grant-funded position to a full-time position. When changing a grant-funded position to a full-time position, Trustee Griffin stated that the Board needed to discuss the reasons up-front before being placed in the Board Book for approval.

Upon roll call, the vote was as follows:
Student Advisory Vote: Aye – Welton
Ayes: Anderson, Carrigan, Goshgarian, Griffin, Howland, Oilschlager
Nays: None

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.

New Full-Time Employment was presented to the Board for approval.

_It was moved_ by Carrigan, seconded by Griffin, that New Full-Time Employment be approved as presented and made a part of the official minutes.

In regard to Agenda Item 11.4.1 and the position of Director of Business and Auxiliary Services, Trustee Oilschlager questioned whether there was an employee currently in this position. Mr. Agazzi replied that this new position was the last piece in the reorganization of splitting off the business function from the financial function. In addition, he noted that the employee currently in the position of Director of Business Services would report to the Director of Business and Auxiliary Services. Chairman Howland stated that continuation of this discussion needed to be addressed in the Closed Meeting and action would now be taken following the Closed Meeting.
Trustee Carrigan changed his motion, seconded by Trustee Griffin, that New Full-Time Employment, Agenda Items 11.4.2 and 11.4.3, be approved as presented and made a part of the official minutes.

Upon roll call, the vote was as follows:
Student Advisory Vote: Aye – Welton
Ayes: Anderson, Carrigan, Goshgarian, Griffin, Howland, Oilschlager
Nays: None

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.

New Part-Time Employment was presented to the Board for approval.

**It was moved** by Carrigan, seconded by Anderson, that New Part-Time Employment be approved as presented and made a part of the official minutes.

Upon roll call, the vote was as follows:
Student Advisory Vote: Aye – Welton
Ayes: Anderson, Carrigan, Goshgarian, Griffin, Howland, Oilschlager
Nays: None

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.

**It was moved** by Carrigan, seconded by Goshgarian, that the regular order of business be interrupted under Chapter 5 of the Illinois Compiled Statutes (ILCS) 120 (Open Meetings Act)/Sections 2(c1) to discuss “the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body;” 2c(5) to discuss “the purchase or lease of real property for the use of the public body;” and 2c(11) to discuss “litigation when an action against, affecting or on behalf of the particular body has been filed and is pending before a court and when the public body finds that an action is probable or imminent” with action to be taken after the Closed Meeting.

Upon roll call, the vote was as follows:
Student Advisory Vote: Aye – Welton
Ayes: Anderson, Carrigan, Goshgarian, Griffin, Howland, Oilschlager
Nays: None

The vote being (6) Ayes and (0) Nays, the Chairman declared the motion carried.

Chairman Howland announced that the Board would officially go into Closed Meeting following a brief recess.

The meeting reconvened in Regular Meeting at 8:45 P.M.
New Full-Time Employment was presented to the Board for approval.

It was moved by Carrigan, seconded by Anderson, that New Full-Time Employment, Agenda Item 11.4.1, be approved as presented and made a part of the official minutes.

Trustee Oilschlager stated that she wanted to go on record saying that she thought it was totally inappropriate to hire a new person when an employee was currently in that position and, thus, having two employees with the same title. In response to Trustee Oilschlager’s comment, Trustee Goshgarian asked Mr. Agazzi whether the positions were the same. Mr. Agazzi replied that the positions were not the same. He also noted that the two positions did not have the same title, and the existing person in the position will have a change in title.

Upon roll call, the vote was as follows:
Student Advisory Vote: Aye – Welton
Ayes: Anderson, Carrigan, Goshgarian, Griffin, Howland
Nays: Oilschlager

The vote being (5) Ayes and (1) Nay, the Chairman declared the motion carried.

It was moved by Goshgarian, seconded by Anderson, and unanimously carried, that the meeting be adjourned at 8:49 P.M.

Adjournment:
8:49 P.M.

Amanda D. Howland, Chairman
Philip J. Carrigan, Secretary