

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

**Wednesday, December 13, 2023, 5:00 p.m.  
Spoon River College, Macomb Outreach Center, Rooms B and C  
2500 East Jackson, Macomb, Illinois**

The Regular Meeting of the Board of Trustees of Spoon River College was held on Wednesday, December 13, 2023, at 5:00 p.m., at the Spoon River College Macomb Outreach Center, Rooms B and C, 2500 East Jackson, Macomb, Illinois.

1.0 GENERAL FUNCTIONS

1.1 Call to Order

Jerry Cremer, Chair, called the meeting to order at 5:00 p.m.

1.2 Roll Call

Members Present:	John Biernbaum Linda Butler Jerry Cremer Dave Maguire Kevin Meade Kent Schleich Savannah Smith-Coulter
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Members Absent:	Phillip Murphy
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Present: Dr. Curt Oldfield, President; Holly Norton, Vice President of Educational and Student Services; Missy Wilkinson, Dean, Student Services; Brad O'Brien, Dean, Career and Workforce Education; Colin Davis, Foundation Director; Andrea Thomson, Director, Human Resources; Sarah Gray, Chief Fiscal Officer; Mike Strauman, Chief Operations and Safety Officer; Velvet Powell, Director, Community Outreach; Elaine Lucas, Health Science Faculty; Michael Maher, Sociology Faculty; and Julie Hampton, Executive Assistant to the President and Board of Trustees/Recorder.

Also present: Rich Eggers, WIUM

1.3 Pledge of Allegiance

Jerry Cremer led the Pledge of Allegiance.

1.4 Welcome of Guests

Jerry Cremer welcomed those in attendance.

1.5 Public Comment

Jerry Cremer asked if any members of the audience wished to address the Board. There were no requests or public comments.

1.6 Approval of Minutes

1.6.1 November 15, 2023 Regular Meeting Minutes

Following a motion by Dave Maguire, seconded by Linda Butler, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved the November 15, 2023 Regular Meeting Minutes.

1.7 Report – ICCTA Representative

Dave Maguire presented the following report:

It has only been a couple of weeks since my last ICCTA report. There are a couple of noteworthy items to be reported.

Much of what happens in Springfield is driven by elections and the filing period for the March 19th State Primary has recently closed. Legislators are more cautious when they know they may be facing a Primary or General Election contest. In this election cycle all 118 members of the Illinois House and 23 of 59 State Senators are up for election. There will also be 77 judicial vacancies and all 17 Illinois members of the U.S. House included. Ballots will be certified in January after the petition challenge period passes.

The Illinois Legislative Calendars have been released. The second session of the 103<sup>rd</sup> Illinois General Assembly will reconvene on Tuesday, January 16, 2024. The Governor's Budget Address and State of the State address is scheduled for Wednesday February 21, 2024.

The second session of a General Assembly usually has less days for deliberations so scheduling events in Springfield can be difficult. Due to a schedule conflict the Annual Community College Lobby Day will be held on Thursday, May 2, 2024 instead of the traditional Wednesday. They have Friday, May 24, 2024 as the proposed Adjournment date.

Nominations for the first round of the 2024 ICCTA awards and scholarships are now open. This is an opportunity to recognize outstanding accomplishments by students, faculty, industry and alumni. The deadline for the first round of awards is in February.

I received notification of my re-appointment by the Chair of ACCT to serve on the ACCT Member Communications and Education Committee for the 2024 year. The committee has been involved with several projects for trustee education, communication and effective board governance.

The next meeting of the ICCTA Board of Representatives will take place in conjunction with the Community College National Legislative Summit in Washington, D.C on February 4-7, 2024.

1.8 Report – Student Government Representative

Savannah Smith-Coulter presented the following report:

Congratulations to Esmeralda Uribe who was recognized as the recipient of the SRC Student Shout-Out for November. Esme also received a \$100 Visa Gift Card.

Students enjoyed FREE "Donuts with the Deans," served by Missy Wilkinson, Dean of Student Services, and Brad O'Brien, Dean of Career and Workforce Education.

The Canton Student Government Association sponsored a Game Day last week to help students destress before the final week. A small but mighty group of students enjoyed playing Jenga, Uno, Clue, Pool, and Bags. The snacks provided were also very popular. Nathan Henkle also won the drawing for a \$50 SRC Bookstore Gift card. SGA hopes to sponsor another game day in the Spring.

It was stress relief in the TRIO labs this month. Students enjoyed a soda station (variety of sodas and flavorings), and Maker's Space—adult coloring pages, play-doh, and drawing supplies.

TRIO has eight students slotted to graduate in December. Half of the students plan to transfer to a four year and the remaining four are Career/Technical Education graduates.

The Speech and Debate Team competed in its 4<sup>th</sup> tournament over the last week, and due to illness, it was a team of one. Fortunately, Owen Bohn once again came through for the Snappers, finishing 5<sup>th</sup> in After Dinner Speaking. Owen finishes out the fall portion of the season having made it to finals in three out of four tournaments. Wish them continued luck—and wish the team better health—in the spring.

Students are finishing up the final week of the semester with snacks and reminders to register for the Spring 2024 Semester.

Jerry asked about the graduation rate for TRIO students and if that is standard. Missy Wilkinson said that is a small number, and we are pleased with the 8.

## 1.9 Report – Spoon River College Foundation

Colin Davis presented the following report:

- **Financials:** Revenues: \$102,674.07
- The SRC Foundation Board does not meet as a full board in December; however, the Executive Committee will meet in the interim.
- The main updates right now include:
  - That we reached and far-exceeded our #GivingSPOONday goal of 300 gifts by receiving 400 gifts to our campaign, totaling over \$87,000. The median gift was \$50, and gifts came from 16 states and 91 unique zip codes.
  - When you add in additional year-end gifts already received, we're well over \$100,000, with more to come both before and over break. An additional appeal letter goes out this week to previous donors who haven't made more recent gifts, with notice given of when the college is closed for break and that gifts will be held securely (and applicable to 2023 as long as the gift is dated this calendar year) until we return in January.
  - The SRC Community Chorus presented its winter concert, *The Wonder, Full World of Winter: An International Concert* to three full audiences on Dec. 2 and 3. Proceeds from this concert will benefit the Susie McMillen Memorial Scholarship start-up endowment. Special gratitude to Dr. Oldfield, Trustee Murphy, and Trustee Smith-Coulter, who I saw was in the front row for one of the performances. Please know the 60+ members of the Chorus notice and appreciate those who support their efforts. Thank you for taking the time.
- And, of course, that this will be my last time addressing the Trustees in this role at SRC. Obviously, the emotions are difficult. Part of that is because I have poured my heart and soul into my work here at SRC. I know where we were and where we are and remember every step along that road. I know the work that it's taken and how many people it's taken to get us to where we are, and to suddenly leave that is extraordinarily difficult.

Part of that is because 95 percent of the time, I've loved every single second of this position. And I did it well. It became my identity, and I put it ahead of other priorities in my life that I maybe shouldn't have. But I did it because I always saw the benefits of this work – and not just in the over \$4.5 million in revenue that the Foundation brought in over that period (and I encourage you to read Dr. Oldfield's email this morning about the exciting, transformational gift that is in progress and isn't included in that total). I also saw it in the students who were able to attend or remain enrolled thanks to our work, and when that happened, I saw it in the faces of the donors who made it happen. It's easy to get out of bed when you're passionate about something, and never once, even up until the point of submitting my resignation, did I wake up and see myself anywhere other than right here.

But the biggest reason this is so emotional is because of the relationships I've made along the way. This includes some of the people I've had the opportunity to work alongside, who are among the most competent people on the planet and have made my job so much easier. Some others have had my back every step of the way, trusted my guidance, expertise, and leadership, and dove in headfirst simply because I asked. I'm better for it, and so is the SRC Foundation and the students it serves.

Even before I came to SRC, I learned that a donor or a volunteer will walk through the door the first time because they're loyal to the mission or the organization. But they'll walk through a second time because of how you treat them. And if you do your job right and well, they'll become every bit as loyal to *you* as to the organization. That's the philosophy I've tried to live and work by every single day. We now have thousands of people who are donors to the SRC Foundation, and I'd bet for 80% of them, I could tell you something more than just their names or where they live. The relationships I've built aren't skin-deep, and they are why it is so difficult for this chapter of my life to reach its end.

But at my core, I was taught to leave things in a better place than you found them, and I'm confident I'm doing that. I still believe in Spoon River College, and I absolutely still believe in the SRC Foundation. I am so proud of everything we've accomplished over the past eight-and-a-half years, and I look forward to reflecting upon all that we've accomplished together over the coming weeks as I work toward handing off the torch. I'll be forever grateful for this opportunity to make a difference, and I'll be cheering from the sidelines for the success of the next person to fill this position and implore that that person be given the tools, patience, and support that they need to be successful.

The next, and my final, meeting of the SRC Foundation Board is scheduled at 7:30 a.m. on Wednesday, January 17.

President Oldfield thanked Colin for his efforts and support that he has given to SRC. President Oldfield said Colin has led with a great vision and thanked him for his time and efforts. Jerry Cremer said he echoes those comments as Chair of the Board, and it is known that he is leaving the Foundation better than when he started. Dave Maguire wished Colin the best as he moves forward, and we appreciate his time with SRC.

#### 1.10 Report – Board Member Comments

Dave Maguire commented on his receipt of the College Holiday card that is produced inhouse. He also showed the birthday card that he received this week as well. The work is very well done, and he wants to pass along his compliments for the fine work. President Oldfield said student Elliott Dalpiaz designed both cards as a part of his job in the Marketing Department. We are also able to print inhouse in our Print Shop as well. In addition, we also offer printing services for the community and have worked a lot with Graham in Canton.

Savannah Smith-Coulter echoed the amazing job that Elliott Dalpiaz has done with the productions of posters for the College and the Theater department. Colin said the Foundation has benefitted as well.

There were no additional comments from the Board Members.

## 2.0 PRESIDENT'S REPORT

### 2.1 Communications

President Oldfield reported that the CDB pre-bid meeting scheduled for December 20 has been cancelled. The 100% review of the documents has not been completed, and President Oldfield expects that to happen in mid-January. Following final approval, it has to have 14 days before

the pre-bid meeting can occur. John Biernbaum asked if that moves the project back. President Oldfield said at this point it does not. CDB is in charge of this project and will schedule.

President Oldfield reported that the College closes for the holiday break on December 20 and reopens on January 3. Classes will begin the Tuesday after Martin Luther King Day.

President Oldfield reported that John Bannon from the City of Macomb has shared some lot locations in Macomb that may be options for the moving of the Finn house next door and would allow us to then sell the house. President Oldfield said he will provide the maps to the Trustees once he has a workable link to provide the Board.

- Community Outreach/Macomb Outreach Center – Velvet Powell

President Oldfield introduced Velvet Powell who presented the following report:

#### **Macomb Outreach Center**

- It's been another busy rental year. We are still averaging about 30 groups a month.
- I have 46 groups booked already for 2024.
- We recently did a slight price increase on facility rentals. This increase was across the district in order to have a consistent pricing structure. We now have one form that allows you to sign up to rent a room at any of the 4 facilities.

#### **Office of Community Outreach**

- This year Outreach made a goal of offering 80 classes in both the Spring and Fall terms. We were successful in hitting that goal so I was very proud of the Outreach Team.
- For this calendar year we have offered 204 outreach opportunities.
- I work very closely with Stephanie in Havana, Janet in Rushville, Andrea in Canton, and Lily in Macomb so that we can bring Community Outreach opportunities to the SRC District.
- The ladies I just mentioned have the opportunity to present to you guys at least once a year about their communities so I thought I would highlight a few Macomb Outreach events from this year.
  - Lily Moser who coordinates classes for Macomb has been doing a great job. She was new to this position last year.
  - A few successful personal development classes were Wine Fundamentals and Watercolor painting which were both new classes to Macomb.
  - Professional Development classes like Food Service Certification and Microsoft Excel seem to be the classes we continue to get most participation in from business & industry.
  - Our Cannabis program served 23 students this year with plans to continue the program into 2024. Lily is working on coordinating 2 new classes. "Obtaining your Cannabis Medical Card" and "Utilizing Cannabis for Pain Relief."
  - Recently Lily and Velvet hosted a meeting with district fiber optics companies to discuss the idea of creating a Fiber Installation Technician program. We will continue looking into this opportunity.
- Across the district this Fall we offered FREE Computer Basics classes serving 14 people. This is a service we are doing in the Spring as well. Many times, those that need this training are the senior citizens who are on a fixed income or displaced workers who come from a career where they didn't need the skill and now need it.
- Also, for Spring be watching for training opportunities for SRC staff, Business Essentials Training in both Canton and Macomb, and plenty of fun and educational topics.

President Oldfield shared three hires with the Trustees:

Nikki Rittenhouse, Assistant Director Financial Aid

Anne Reed, Office Assistant, Chief Operations and Security Officer

Sarah Bowton, Office Assistant, Nursing and Allied Health

President Oldfield said Andrea Thomson and her staff have been busy working to fill those vacancies.

2.2 Business and Finance Report

2.2.1 Authorize the following payments for the month of December, 2023:

Payroll (3 pays)	\$876,061.83
Accounts Payable (excluding travel)	3,342,772.62
Accounts Payable Travel Expenses	22,397.45
Accounts Payable BOT Travel Expenses	1,562.78
Electronic Payments (Health/Life Insurance)	169,783.25
Student Refunds – Accounts Payable	-0-
Student Refunds – Nelnet (electronic)	56,376.59
<b>TOTAL:</b>	<b>\$4,468,954.52</b>

Following a motion by Savannah Smith-Coulter, seconded by Kent Schleich, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees authorized the following payments for the month of December, 2023:

Payroll (3 pays)	\$876,061.83
Accounts Payable (excluding travel)	3,342,772.62
Accounts Payable Travel Expenses	22,397.45
Accounts Payable BOT Travel Expenses	1,562.78
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Student Refunds – Accounts Payable	-0-
Student Refunds – Nelnet (electronic)	56,376.59
<b>TOTAL:</b>	<b>\$4,468,954.52</b>

2.2.2 Approve the purchase of diesel training engines from Consulab Educatech, Inc., Quebec, in the amount of \$276,494. Funds for this purchase are available in the CEJA (Clean Energy Jobs Act) grant.

President Oldfield presented this item and explained that this is for approval for 10 engines in total. The engines can be altered for training for instructional purposes. These funds come from the coal fired power plant closing (CEJA) grant. We received a little over \$470,000 in that grant for the closing of Duck Creek and Havana power plants, and we will be able to apply for this CEJA grant through 2025. Dave Maguire asked if the engines will be in Votec. President Oldfield said yes. Kent Schleich asked if these are replacing older models. President Oldfield said these will be used for training for 2 students per engine and will have the latest technology.

Following a motion by Linda Butler, seconded by Kent Schleich, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees approved the purchase of diesel training engines from Consulab Educatech, Inc., Quebec, in the amount of \$276,494. Funds for this purchase are available in the CEJA (Clean Energy Jobs Act) grant.

2.3 Institutional Planning

3.0 2023 - 2024 Tax Levy

- 3.1 Adopt the Resolution Directing Tax Levy and the Certificate of Compliance with the Truth in Taxation Act. These must be filed on or before the last Tuesday in December.

President Oldfield presented this item and explained this is for the FY24 and 25 tax levy. The assumption is a 2% growth of EAV, and that is the first step in this process. He reviewed the various funds and the results of that 2%. For tax year 2025, the result is a 4.2% decrease for the property tax payers of the SRC district. Linda Butler asked about the difference in the additional cost for the audit and where that could be paid. Sarah Gray said the Tort Fund is an option as well as the possibility of a reserve that we have in the Audit Fund. Linda asked how many of our peers are in the same situation. President said almost all institutions south of I80.

Following a motion by Linda Butler, seconded by John Biernbaum, and a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees adopted he Resolution Directing Tax Levy and the Certificate of Compliance with the Truth in Taxation Act.

4.0 ADDITIONAL ITEMS

- Topics – January 2024 Board Retreat Agenda

Jerry Cremer asked Trustees to submit agenda items to President Oldfield.

- 5.0 CLOSED SESSION. In accordance with the Illinois Meetings Act, Section 2 (c), the Board of trustees will adjourn to Closed Session for the purpose of 1). The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; or 2). 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.

There was not a call for Closed Session.

6.0 ADJOURNMENT

Following a motion by John Biernbaum, seconded by Dave Maguire, and unanimous approval, the Regular Meeting of the Spoon River College Board of Trustees, December 13, 2023, adjourned at 5:37 p.m.

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Jerry Cremer, Chair

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Date

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Linda Butler, Secretary