

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

Wednesday, May 22, 2024, 6 p.m.
Spoon River College, Engle Conference Center, Rooms A and B
Canton Campus, 23235 N. Co. 22, Canton, Illinois

The Regular Meeting of the Board of Trustees of Spoon River College was held on Wednesday, May 22, 2024, at 6 p.m., at the Canton Campus, Engle Conference Center, Rooms A and B, 23235 N. Co. 22, Canton, Illinois.

1.0 GENERAL FUNCTIONS

1.1 Call to Order

Jerry Cremer, Chair, called the meeting to order at 6:00 p.m.

1.2 Roll Call

Members Present:

Linda Butler
Jerry Cremer
Dave Maguire
Kevin Meade
Phil Murphy
Kent Schleich

Members Absent:

John Biernbaum
Esmeralda Uribe

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; Andrea Thomson, Director, Human Resources; Sarah Gray, Chief Fiscal Officer; Dusty Berg, Director, Foundation; Lisa Dennis, Director, Academic Support; Kaley Barbknecht, Coordinator, Academic Services; Natalie Orwig, Office Assistant, Adult Education; Sarah Dalpiaz, Mathematics Faculty; Bridget Loftus, Chemistry Faculty; Michael Maher, Sociology Faculty; and Julie Hampton, Executive Assistant to the President and Board of Trustees/Recorder.

Also Present: Michelle Spiva and Levi Peitzmeier, Spoon River Partnership for Economic Development; John Froehling, Fulton County Democrat.

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.

1.5.1 Decennial Committee Report on Efficiency

President Oldfield presented this item for the Board's consideration. He said the Board has fulfilled the requirements, and the Report on Efficiency is presented for approval. Efficiencies were included as a part of the review, and we will also be utilizing the new database with Jenzabar for increased operations efficiencies. We have also reviewed all policies and procedures to be in line with Federal and State Statutes. Upon approval, this will be filed with the Fulton County Clerk's Office.

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 Decennial Committee Report on Efficiency.

1.6 Approval of Minutes

1.6.1 April 24, 2024 Regular Meeting Minutes

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

RESOLVED, That the Board of Trustees approved the April 24, 2024 Regular Meeting Minutes.

1.7 Report – ICCTA Representative

Mr. Dave Maguire presented the following report:

Early this month started the busy time for ICCTA in Springfield. May 1st college presidents and trustees held their respective meetings in Springfield which were followed by the Second Annual Community College Caucus Reception. Governor Pritzker joined us for the second year in a row. The Governor and his staff were readily available during the event to talk with attendees and reaffirmed his support for the community college system.

The following day President Oldfield and I had the opportunity to meet with all members our legislative delegation who represent our district. Senator Mike Halprin, who co-chairs the Senator Higher Education Committee, spoke with all community college attendees early in the day. We then had the opportunity to meet with him privately to update him on Spoon River College activities and issues. We met with Representative Norine Hammond and Senator Neil Anderson in the Representative's House Chambers. Representative Hammond is the Deputy Republican leader and serves as one of the chief budget negotiators in the House. Our final meeting was with Representative Dan Swanson who serves on the House higher Education appropriation committee. These meetings were some of our better lobbying efforts that we have had in the past several years with many shared interests in our college's plans for the future. A special thanks to Julie Hampton for making all the arrangements and the scheduling for the all the meetings. It is not an easy task, and she does a great job for us.

The legislature has recently passed about 200 pieces of legislation now ready to be sent to the Governor for action. ICCTA has been tracking many of these bills on behalf of the colleges and has been advising colleges about those that may directly affect our colleges.

The legislative session is set to adjourn this Friday, May 24, 2024 but there are still a lot of moving pieces, particularly surrounding the Fiscal Year 2025 budgetary pressures, spending requests, revenue items, and potential cuts to programs. Members have been advised to be prepared to remain in session through May 31. The legislature requires a simple majority in each

chamber to pass the budget before May 31, though Democrats have more than a super majority in each chamber required to act after the May 31 deadline.

In addition, the following are a few pieces of legislation ICCTA is tracking in the closing days of the legislature. Some might end up being considered for passage and in their current form could have an effect on our colleges:

Senate Bill 467 - Common course numbering (supported by ICCTA)
Senate Bill 776 (Lightford) - Hemp regulation
Senate Bill 3592 (Stadelman/Vella) - Support local journalism
Senate Bill 3649 (Peters/Evans, Jr.) - "Captive audience" regulation
Senate Bill 3787 - Community college baccalaureate degrees
(An ICCTA initiative)
House Bill 4629 (Morgan/Aquino) - Junk fees
House Bill 5020 - Dual credit (ICCTA is neutral)
House Bill 5395 (Moeller/Peters) - Health insurance reform

Additionally, there are several large pieces of legislation that are being filed onto "shell" bills this week. The time between now and the closing of the legislative session will probably see a lot of last minute consideration. The Association will be advising colleges daily as legislation moves forward.

The next meeting of the Association will be the ICCTA Annual Conference and meetings to be held June 7-8 at the Westin Chicago Lombard. ICCTA will be recognizing outstanding individual colleges, students, faculty, alumni and business partners during the annual awards recognition ceremony.

Included with my report are a list of dates and meetings of interest. Let me know if there are questions.

1.8 Report – Student Government Representative

Student Trustee Esmeralda Uribe was absent. President Oldfield read the following report:

Congratulations to our Spring 2024 graduates. We had close to 140 students participate during the in-person commencement ceremony. Academic honor lists for Spring 2024 include: President's list with a grade point average of 3.6 or higher-160 full-time students and 100 part-time students. Dean's list with a gpa of 3.0-3.59-97 full-time students and 79 part-time students. Congratulations also to our student athletes who were named award winners for their academic accomplishments: The Midwest Athletic Conference Academic All-Conference honors went to 29 athletes who completed at least 24 semester hours with a minimum of a 3.5 gpa. Additionally, 37 athletes earned National Junior College Athletic Association (NJCAA) Academic All-American status with 16 athletes receiving First Team for a perfect 4.0 grade point average. The overall athletic grade point average for the year is 3.26 which is the highest we have on record!

1.9 Report – Spoon River College Foundation

Dusty Berg reported that financials since April 17 totaled \$16,274.21 in deposits. Ongoing initiatives include the spring appeal letter that will be sent out soon. Dusty said he has met with the person who handles investments for McDonough County about what she might want to see from us with putting together a scholarship. We may also be considering sponsorships for the program. The Golf Outing is scheduled to August 9. Please put that in your calendars. Dusty said he will be meeting with the folks at WeeMaTuk on food and details. He will follow that with registration information. Dusty reported on the Membership Committee and said he will be getting the Committee together to discuss new members for the Foundation Board. Important dates include: June 7, 8, and 9 SRC Community Chorus show – Great American Songbook Favorites. Tickets are available on the website. The next Foundation meeting is July 17.

1.10 Report – Board Member Comments

Kent Schleich congratulated everyone involved with the Open House for VoTech and the Ag facility for presenting the facility upgrades and honoring the McPheeters Family for their generous donation. Linda Butler offered thanks to for the efforts for the standing room only crowd for Graduation. It was a very nice event.

2.0 PRESIDENT’S REPORT

2.1 Communications

President Oldfield thanked the staff for the Commencement ceremony as well as the support of the Trustees. It was nice to see a full house for the event and to see the families present to support the graduates.

President Oldfield shared that Lori Murphy has announced her retirement from SRC. She works in the Foundation and Continuing Education Office and has been with the College for 35 years. Her plans are to retire at the end of the month. She takes with her a great wealth of institutional knowledge that we are working with her to document. She as a lot of community contacts and we certainly appreciate how she has taken care of those individuals over the years. Please offer your congratulations.

Today we received communication from CDB that they are awarding the Notice of Intent to Award to Heine Construction for the general contractor for the Macomb Campus project. This will now trigger a pre-construction meeting on June 4 at 11 a.m. and will be with all general and sub-contractors who have been approved by CDB for his project. From that time, they have 30 days to present final paperwork, and then CDB will offer the Issue to Proceed. We anticipate work to begin on or around the first of July. Governor Pritzker’s office has contacted President Oldfield and would like to be involved in a construction kick-off. We will coordinate that with him and offer some type of wall-breaking ceremony. We will keep the Board informed of those plans. We will be working with Kim Pierce, MAEDCO Executive Director, on the plans for the Governor’s arrival.

President Oldfield introduced Kaley Barbknecht, Coordinator, Academic Services, who is training to serve as the back-up for Julie Hampton in the event that Julie is not present for a meeting. Kaley will be with us over the next few months as she learns the ins and outs of the Board and meetings.

President Oldfield said Canton High School used our gym for their commencement ceremony. Their superintendent was very appreciative of and complimentary of the use of the facility. He thanked our maintenance staff for their efforts for us to host that event.

2.2 Business and Finance Report

2.2.1 Authorize the following payments for the month of May, 2024:

Item	Amount
Payroll	\$634,540.56
Accounts Payable (excluding travel)	747,292.48
Accounts Payable Travel Expenses	7,150.15
Accounts Payable BOT Travel Expenses	297.32
Electronic Payments (Health/Life Insurance)	192,584.50
Student Refunds – Accounts Payable	-0-
Student Refunds – Nelnet (electronic)	20,250.72
TOTAL:	\$1,602,115.73

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 authorized the following payments for the month of May, 2024:

Item	Amount
Payroll	\$634,540.56
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TOTAL:	\$1,602,115.73

2.2.2 Lewistown TIF Extension Letter Request

President Oldfield presented this item and introduced Michelle Spiva, Spoon River Partnership for Economic Development Executive Director, and she is here with Administrative Assistant Levi Peitzmeier. They will review their request with the Trustees.

Michelle Spiva thanked the Trustees for the opportunity to present tonight. In the Board packet she provided an overview of what has been accomplished in Lewistown over the last 20 years. She asked Levi to distribute some additional information for this request. Mauer Stutz has put together a plan that the City of Lewistown would like to implement. All of these efforts are within the TIF district. In addition, she reviewed that there is also a movement in Lewistown – a new Committee – LEAP - that has been put together by business owners. Their first community meeting was held in late April, and 45 community members were in attendance. Their online survey results were also presented to the Trustees, and Michelle reviewed those. There are several more community meetings scheduled as well as seeking grants. The City Council has created a new Economic Development Committee that will be in addition to the LEAP Committee. The Department of Rural Affairs at WIU will be conducting another MAPPING meeting with the City of Lewistown in August. They will work with Lewistown to create a new economic development plan as well as offer agencies that can be of assistance. Michelle said they ask for a letter of Support for Lewistown to extend their TIF District for another 12 years.

President Oldfield said with the TIF, it has a time limit and can be extended once. It has to happen within the legislature, and all taxing bodies have to be in support of the extension to proceed. Michelle said the current TIF extends in 2026.

Kevin Meade said he supports the projects and said that the proposals are eligible for grants. He asked what is being done to pursue matching grants. Michelle said the City has grant writers and will be seeking grant funds. Linda Butler asked about the \$3 million capital projects and the goal of the TIF to bring business and industry in to increase taxes to support those who don't receive the funds. Levi said that is an estimate that Public Works has for the life of the TIF. Levi explained that there is a new business, Archie's, that is opening and seeking support of the TIF. Linda said it adds to infrastructure but not the tax base. Michelle said these are eligible opportunities. There are many different things that can be used for TIF funds. These presented are projects that TIF funds could be used for. Dave Maguire said historically the SRC Board has been supportive of TIF districts within the College district. Dave said this is not one of the more successful ones that has been presented. Michelle said in the past, Lewistown may not have been the most proactive, but she is presenting tonight that there is a change happening in Lewistown. Lewistown is the County seat, and where you might look at those projects and question if that is where you might want to spend funds, there is traffic to support. The LEAP committee is very interested in bringing back businesses to the courthouse

square in Lewistown. State and Federal funds could be sought to support the redevelopment of some of those buildings as well as use TIF funds for a façade program to help those projects. Michelle shared one of the ideas of using TIF funds and approach a roofing company and propose a project for multiple projects. Dave said he appreciated that explanation and said our board doesn't necessarily need to be involved in the details but want this to be successful. Dave said he will make the motion to approve and is happy to hear that shortfalls are being corrected. Levi said the Chamber is again up and running. Dave said on the other side, we have the obligation on behalf of the tax payers. He will support this. Michelle said they completely understand and appreciate the feedback. Kent Schleich asked about support from other entities. Michelle said they have support from 10 of the 13 so far.

Dave Maguire made a motion to direct a letter of support for the Lewistown TIF Extension. Kent Schleich seconded the motion, and following a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees authorized a letter of support for the Lewistown TIF Extension.

2.2.3 Bargaining Unit Labor Contract between the Spoon River College Classified Personnel Association and the Spoon River College Board of Trustees.

President Oldfield presented this item and thanked Natalie Orwig, who was one of the negotiators on behalf of the Classified union, as well as Heather Vining, Missy Wilkinson, Andrea Thomson, and Sarah Gray. It was a very efficient process. President Oldfield said the proposal is a four year contract effective July 1, 2024, and continue thru June 30, 2028, includes a 4% increase for the hourly wage, and allows for a salary reopener each year. There will be some adjustments for starting wages in order to reflect the updates in Minimum Wage as well as address seniority and new hires. There are other adjustments that include vacation accruals, sick leave bank, bereavement leave, and benefits for part-time staff, and variable tuition for part-time staff. He proposed approval to the Trustees.

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

RESOLVED, That the Board of Trustees approved the Bargaining Unit Labor Contract between the Spoon River College Classified Personnel Association and the Spoon River College Board of Trustees.

2.2.4 Bargaining Unit Labor Contract between the Spoon River College Faculty Association and the Spoon River College Board of Trustees.

President Oldfield presented this and thanked the representatives. Brian Dalpiaz, Bridget Loftus, Andrea Kirk and Todd Thompson represented the faculty, and President Oldfield said he, along with Sarah Gran and Andrea Thomson met on behalf of the administration. A three-year contract, effective August 15, 2024 and running through the day before the contract year would start in August 2027. The salary schedule will increase by a percent and a half and steps will increase by a percent and a half. There is a salary reopener which allows each academic year for the next three years for salary negotiations. We agree to this process with both bargaining units due to the uncertainty with the State and funding. It is fair to both, and the Faculty has a 2% floor if an agreement isn't implemented. Other adjustments include Sick and Personal Leave updates; FMLA calculator, which converts credit hours to clock hours in order to be equal for reporting, sabbatical leave language update, updates for what happens if a faculty member may be underload and what can address that, remote work language; horizontal advancement language, update to the evaluation and peer committees for

faculty and also address faculty who are hired with a January start date. Finally, we added an informal resolution section in the grievance procedure. The teams worked well, and he thanked everyone for their dedication to finding solutions. President Oldfield asked the Board for approval.

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 Bargaining Unit Labor Contract between the Spoon River College Faculty Association and the Spoon River College Board of Trustees.

- 2.2.5 Approve the renewal of a one-year cleaning contract with Corporate Clean, Bartonville, Illinois, effective July 1, 2024, in the amount of \$242,628.00. Funds for this contract are available in the Maintenance Fund.

President Oldfield presented this item for consideration and explained that we have bene with Corporate Clean for 15 or more years now, and they continue to make improvements as we ask, and we feel the relationship continues to improve and recommends approval of the renewal. This represents a 3% increase over the previous year due to minimum wage increases.

Jerry Cremer asked about this contract and the new space in Macomb Will there will be considerations for adjustments as the new facility comes on line. President Oldfield said construction cleaning will be the responsibility of the contractors. We have also contracted separately with Corporate Clean for additional cleaning.

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

RESOLVED, That the Board of Trustees approved the renewal of a one-year cleaning contract with Corporate Clean, Bartonville, Illinois, effective July 1, 2024, in the amount of \$242,628.00. Funds for this contract are available in the Maintenance Fund.

- 2.2.6 Approve the purchase of a 2021 Ford Ranger from B and B Motors, Havana, Illinois, in the amount of \$37,166.00. Funds for this purchase are available in the Maintenance Fund.

President Oldfield presented and explained that this will replace a truck that we currently have and is near end of life. One of our plow trucks will go to Macomb to replace that Ford Ranger, and the newer Ranger will be used as the mail route vehicle. We use the trucks to also haul metal for welding as well as books, etc. This is a more fuel efficient option He said this is a used truck so we did not have to go out for bid. It is a very low mileage used option.

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

RESOLVED, That the Board of Trustees approved the purchase of a 2021 Ford Ranger from B and B Motors, Havana, Illinois, in the amount of \$37,166.00. Funds for this purchase are available in the Maintenance Fund.

- 2.2.7 Approve the proposal from Hohulin Fence Company, Goodfield, Illinois, in the amount of \$41,807.00for the replacement of the VoTech security fence. Funds for this purchase are available in the VoTech Renovation Fund.

President Oldfield presented this item and explained that this is the fence that surrounds the VoTech and Maintenance lots. This will also include a new gate to go in to VoTech and will connect to the Maintenance Building, leaving the first large door accessible for deliveries. A small fence will be added between Maintenance and the Bus garage. The fencing will include black slats that will offer about 75% blockage. Kent Schleich asked about other local bids. President Oldfield said this was the only bidder. Dave Maguire asked about fence removal. President Oldfield said most of the fencing has been removed. Kent asked how many bids were received. President Oldfield said Hohulin was the only bidder, and this is the same vendor as the ballfields fencing. Kevin Meade said the Library in Canton sought a bid for fencing and has two responses. There is not an overwhelming response. Jerry Cremer said there aren't many options in Macomb.

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

RESOLVED, That the Board of Trustees approved the proposal from Hohulin Fence Company, Goodfield, Illinois, in the amount of \$41,807.00 for the replacement of the VoTech security fence. Funds for this purchase are available in the VoTech Renovation Fund.

2.3 Institutional Planning

- Academic Support Services – Lisa Dennis. President Oldfield introduced Lisa Dennis and explained that she works with our Student Success Coaches and she will present on the student food pantry. Lisa presented the following report:

Student Needs Center
Academic Support - LRC

During the 2016-2017 academic year, the Learning Resource Center started noticing that students were experiencing food insecurity so we started a food pantry on both the Canton and Macomb campuses. The pantries provided microwavable meals, items to make complete meals, and snack items. Information on local food pantries and/or help applying for food assistance through SNAP was also provided. During the next few years, our staff started noticing that students lacked essential school supplies like notebooks and pens. They also had requests for toiletry items. We continued to expand the food pantries and decided to change the name from “Food Pantry” to “Student Needs Center”. The center no longer only provides food. We’re also hoping this name change alleviates some of the negative stigma associated with food pantries. Prior to the name change and to help combat the negative stigma, we started keeping a food table outside the LRC in Canton and Macomb all semester long. The motto around the tables is “Take what you need. Leave what you can.” This helps us to incorporate the notion of “students helping students.” In other words, the table is there for anyone walking by to take an item(s) or for people to easily donate items. In Canton, we have a mini-fridge that sits outside the LRC and contains farm fresh eggs provided by faculty and staff. The food table is stocked with snacks and sometimes small bags containing items that can be put together for a meal, sometimes a recipe is included, etc.

We also created a form for students to request items. We bag them up and let them know when they are ready so they can come pick them up. During COVID, we definitely saw an increase and it doesn't seem to be slowing down. With that, our form is now part of the [Student Needs Center](#) webpage. For this academic year, we received 20 support request forms in Macomb with 2 of those for Rushville students. Spring semester had fewer form submissions with more students coming in to “shop” in the pantry space. In Canton, we received 42 request forms, with several of those being repeat students. Due to low stock and finding that some students were taking advantage (unfortunately), we now do request form only in Canton. We don't have that issue in Macomb because the Student Needs Center is right within view and you can help the student

and still be present in the room. In Canton, the space is further back in the library away from staff.

Initially, donations to the food pantry were mainly provided by SRC staff and faculty members, but we have some additional sources. We have a “food pantry” budget that we can use to purchase items. We still do in-house food drives each semester as well as a “summer stock-up” campaign where we send out weekly emails with suggested items to donate in order to prepare for the fall semester. We have also developed relationships with local food pantries and also receive donations from local Canton organizations like Rotary and Garden Club as well as donations from the participants of the Lifelong Learning Conference. Any time we receive those, they are divided among all 4 sites.

Staff members work to make sure students are aware of Student Needs Center. It’s listed as one of the many services that the Learning Resource Centers offer and Student Success Coaches share this information with students during student orientation and when they visit classrooms at the beginning of the semester. Also, through their various interactions with students, Advisors or Student Success Coaches sometimes identify a need and take students to visit the center.

Kent Schleich asked if thought has been given to tying to mental health. Lisa said we do offer some resources that goes to our mental health services.

President Oldfield thanked Lisa for her leadership with the staff to help take care of our students. Faculty and staff donate and are supportive of this very important resource for our students, and support like this makes our college great. He thanked her and her team for their efforts and coordination and for her presentation this evening as well.

3.0 ADDITIONAL ITEMS

President Oldfield said July 24 is the Board Retreat, and he asked for agenda items for that day. Please send those agenda items to Julie. The Retreat is scheduled from 10 a.m. to 4 p.m. at the Outreach Center in Macomb followed by the regular Board Meeting that day at 4:30 p.m.

- 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; 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; 5) the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired; 6) the setting of a price for sale or lease of property owned by the public body.

Jerry Cremer said there was a call for Closed Session and action is not expected following the Closed Session.

Dave Maguire made a motion for the Board to go in to Closed for the following purpose: 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. Mrs. Butler seconded the motion, and following a roll call vote of unanimous approval, it was,

RESOLVED, That the Board of Trustees adjourned to Closed Session for the following purpose at 7:03 p.m.: 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.

The Spoon River College Board of Trustees returned to Open Session at 7:52 p.m.

5.0 ADJOURNMENT

Following a motion by Dave Maguire, seconded by Linda Butler, and unanimous approval, the Regular Meeting of the Spoon River College Board of Trustees, May 22, 2024, adjourned at 7:53 p.m.

Jerry Cremer, Chair

Date

Linda Butler, Secretary