

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

**Wednesday, December 18, 2024, 5 p.m.**  
**Spoon River College, Macomb Outreach Center, Room C**  
**2500 East Jackson, Macomb, Illinois**

The Regular Meeting of the Board of Trustees of Spoon River College was held on Wednesday, December 18, 2024 at 5:00 p.m., at the Macomb Outreach Center, Room, C, 2500 East Jackson, Macomb, Illinois.

**1.0 GENERAL FUNCTIONS**

**1.1 Call to Order**

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

**1.2 Roll Call**

Members Present:	John Biernbaum Linda Butler Jerry Cremer Dave Maguire Kevin Meade Phillip Murphy
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Members Absent:	Kent Schleich Esmeralda Uribe
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Present: Dr. Curt Oldfield, President; Holly Norton, Vice President of Educational and Student Services; Missy Wilkinson, Dean, Student Services; Andrea Thomson, Director, Human Resources; Sarah Gray, Chief Fiscal Officer; Mike Strauman, Chief Operations and Safety Officer; Dusty Berg, Director, Foundation; and Julie Hampton, Executive Assistant to the President and Board of Trustees/Recorder.

Also Present: Macomb SGA members: Jessica Fackrell (President), Mical Ramos (Secretary), and Sarah Jordan.

**1.3 Pledge of Allegiance**

Jerry Cremer led the Pledge of Allegiance.

**1.4 Welcome of Guests**

Jerry Cremer welcomed those in attendance. President Oldfield said we have three of our SGA members from the Macomb Campus with us tonight. He introduced the students to the Trustees and explained that they are attending to observe a meeting of a public body. Jerry Cremer welcomed them to the meeting.

**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 20, 2024, Regular Meeting Minutes

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

RESOLVED, That the Board of Trustees approved the November 20, 2024 Regular Meeting Minutes.

#### 1.7 Report – ICCTA Representative

Mr. Dave Maguire presented the following report:

My report will be relatively brief this month as it has only been a couple of weeks since my last report and with the holiday season there has been less occurring at the state level.

Leadership in the General Assembly has notified members of a potential Lame-Duck Session January 2 thru 7th. There are several pending items that could be considered before the current 103rd General Assembly concludes. There are a few still active pieces of legislation that could be considered as well as an attempt to deal with the pension plan deficit.

Wednesday, January 8, 2025 will be Inauguration Day for the 104th General Assembly. Legislation or actions to be taken by the General Assembly will need to be reintroduced as there can be no legislative business carried over from the previous General Assembly.

A tentative legislative calendar has been announced. Wednesday, February 19, 2025 will be the Governor's Budget Address and State of the State address. It will be a difficult year with a potential multi-billion-dollar budget deficit. The budget outlook prompted Deputy Governor Andy Manar to send a memo to all state agency directors with instructions to identify spending that can be reduced, highlighting that Fiscal Year 2026 will be a challenging time.

ICCTA is working with several legislative leaders to introduce legislation to accomplish our legislative initiatives. January and February will be the time frame when legislation will be introduced.

Nominations for the first round of the 2025 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 28, 2025. The second round of awards will be due on March 28, 2025.

I received notification of my re-appointment by the Chair of ACCT to serve on the ACCT Member Communications and Education Committee for the 2025 year. The committee has been involved with several projects for trustee education, communication and effective board governance. Our committee has partnered with the Center for the Study of Community Colleges to conduct a survey of community college trustees. If you have not had an opportunity to complete the survey, I would ask you to take a few minutes to help us with this project.

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 10-12, 2025.

#### 1.8 Report – Student Government Representative

Esmeralda Uribe was absent, so President Oldfield read her report as follows:

The Healthcare Enthusiasts and Leaders (HEAL) Student Association hosted a stress management health topic campaign this month. They provided healthy snacks, information that

included stress management tips, along with handouts on breathing exercises, and coloring pages to help students de-stress!

Student Government Association sponsored Santa for Seniors by collecting a variety of items like non-skid socks, bathroom supplies, games, and cleaning supplies for the residents of Red Oak Estates in Canton and The Elms in Macomb. The SGA also hosted Fall Game Days, bringing students together for board games, snacks, and a much-needed break. It was a fun and relaxing way to unwind and connect before the stress of finals week.

Students have successfully wrapped up their final week of the semester and are now enjoying a well-earned fall break. Looking ahead, interim classes will begin on January 6, with the spring semester starting on January 13.

#### 1.9 Report – Spoon River College Foundation

Dusty Berg presented the following report:

- Deposits since November 15<sup>th</sup> - \$65,307.40.
- The Spring Dual Credit Applications closed at the end of November. Award letters are going out this week. We awarded about \$4,700.
- Giving Spoon Day was December 3<sup>rd</sup>. So far we have received 273 gifts and over \$62,000. While we didn't hit the one day goals I was shooting for, we are still taking donations until the end of the year. A follow up appeal was sent out last week. We will see another round of donations come in for that one.
- Community Chorus completed their Winter Blues and All That Jazz performances on December 7<sup>th</sup> and 8<sup>th</sup>. The Foundation would like to thank all who performed for their time and commitment to SRC students.
- Jonathan Hedges and Nellie Lehnhausen were awarded the Compeer financial scholarship.
- Our partnership with Helping Hands at the end of October yielded \$896 in donations.

Phillip Murphy said he had received letters from scholarship recipients, and he really appreciates hearing how the students utilize the scholarship funds.

#### 1.10 Report – Board Member Comments

John Biernbaum (JB) congratulated Andrea Thomson on her new position as she transitions from SRC. He said he doesn't think most people understand the position and how brutal it can be with all of the demands and requirements from various levels. It is a hard job, and she should be very proud how she is leaving the position, and it is a hell of a loss for SRC.

Jerry Cremer said he has heard several comments from the public on this building and its construction progress. JB said this is going to be a big deal.

There were no additional comments from the Board Members.

### 2.0 PRESIDENT'S REPORT

#### 2.1 Communications

President Oldfield thanked JB for his comments and also recognized Andrea Thomson for her contributions during her time at SRC. We will certainly miss her. We all wish her the best, and it is comforting to know she is close by and also helping Mason District Hospital and our nursing students will benefit as well. We will miss Andrea. The search is ongoing, and as soon as we reopen in January, the hiring process will begin. In the meantime, Andrea has agreed to consult with us and provide some support. We appreciate that willingness. He thanked Andrea for her leadership and friendship.

President Oldfield also thanked the Trustees who came for a tour of the facility. Mike Strauman has worked with the construction company who is also very flexible and also proud of the work. He thanked Mike for his leadership on the project. We are also very fortunate to have such a great group of contractors. President Oldfield said he will email the Trustees about the current Macomb Campus and some of the work that is going on there. He will provide an update on progress and how we plan to move forward.

- Community Outreach/Macomb Outreach Center – Velvet Powell

Velvet Powell was unable to attend the meeting, and President Oldfield read her report as follows:

- When comparing Outreach enrollment from 2023 to 2024 it shows an increase of 63.6%. Outreach enrolled 1,407 students in 2024.
- The largest reasoning for this enrollment increase is due to the ICCB Non-Credit Workforce Training Grant. With the addition of the grant, it has allowed Outreach to increase offerings at a discounted rate to local businesses.
- Outreach has served 28 businesses with the grant since April 2024. The goal is 50 by April 2025.
- Currently Outreach has proposals out to provide customized training to Mason District Hospital and the City of Macomb for early Spring.
- Outreach has been approved for year 2 funding of the ICCB Non-Credit Workforce Training Grant. The plan for 2025 is to continue offering discounted business training, add on a Spring schedule, look into technology upgrades to enhance remote learning, and participate in a registration software review that will provide opportunities to improve the enrollment management system the department is using.
- A few successes from Fall include:
  - There were 10 completers in the first Fiber Optics program in Macomb
  - Jude Kiah presented two professional development workshops in Macomb that brought in 49 enrollments
  - Two packed bus trips in Canton
  - 35 people in the new baseball class offered in Canton
  - Popular in Rushville was Computer Basics and Cookie Making
  - A new Canva class was popular in both Havana and Macomb
- Outreach will continue to offer a variety of course offerings for Adults, Business Professionals, and Youth this Spring. Providing outreach to all areas of the community is an important part of the mission of the Spoon River College Office of Community Outreach. Classes for spring can be found by visiting us online at <https://src.augusoft.net>.
- The Macomb Outreach Center had a record tying month with 58 groups/rentals in October (tied with Oct. 2016). The monthly average is currently 33 groups per month. Overall 2024 was a good year for facility rentals at the MOC with increases in all areas being tracked. The renovations at the MOC have had very little impact on business so that has been very positive.

## 2.2 Business and Finance Report

### 2.2.1 Authorize the following payments for the month of December 2024:

Item	Amount
Payroll	\$610,541.73
Accounts Payable (excluding travel)	2,911,478.65
Accounts Payable Travel Expenses	25,600.07
Accounts Payable BOT Travel Expenses	165.00
Electronic Payments (Health/Life Insurance)	-0-
Student Refunds – Accounts Payable	396.00
Student Refunds – Nelnet (electronic)	<u>41,424.44</u>
<b>TOTAL:</b>	<b>\$3,589,605.89</b>

Following a motion by John Biernbaum, seconded by Linda Butler, 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 2024:

Item	Amount
Payroll	\$610,541.73
Accounts Payable (excluding travel)	2,911,478.65
Accounts Payable Travel Expenses	25,600.07
Accounts Payable BOT Travel Expenses	165.00
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Student Refunds – Nelnet (electronic)	<u>41,424.44</u>
<b>TOTAL:</b>	<b>\$3,589,605.89</b>

- 2.2.2 Approve the contract to purchase three busses from Central States Bus, Oswego, Illinois, in the amount of \$372,800. Funds for this purchase are available in the Ed Fund Reserve Account.

President Oldfield presented this item and explained that Sarah Gray has a memo that was posted in SharePoint that shares the analysis for the recommendation. She and Mike Strauman worked on the information that was provided. President Oldfield reviewed the analysis that was provided for the purchase. Phillip Murphy asked about maintenance. President Oldfield said we are responsible and use Harmon Trucking. Linda Butler asked if all will be kept in Canton. President Oldfield said yes.

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

RESOLVED, That the Board of Trustees approved the contract to purchase three busses from Central States Bus, Oswego, Illinois, in the amount of \$372,800. Funds for this purchase are available in the Ed Fund Reserve Account.

- 2.2.3 Provide authority to expend no more than \$50,000 on a 12 or 15 passenger van with final Board approval occurring after a van is located and under contract. Funds are available in the Auxiliary Reserve Fund.

President Oldfield presented this item and explained that this would give him authority to pursue an additional van that would be used for smaller groups of students for clubs that could be used when the other busses are used for sports. The spending limit is reasonable, and Mike Strauman is confident he will be able to find a suitable van for the purchase. The Board will have final approval on a purchase, once identified. President

Oldfield said this type of van has a quick turn over in the market, and this authority will allow us to proceed and then present to the Board for final approval. John Biernbaum asked if the 12-15 passenger van drivers will be trained. President Oldfield said they will be trained like our bus drivers, and he also believes our insurance coverage will require that training. JB said that can be a concerning area and feels training is important. Sarah Gray said we provide our insurance with the information on drivers and is sure additional training will be required. Phillip Murphy asked how big the bowling team is. Missy Wilkinson said 7. President Oldfield said that is an example of use as well. Mike Strauman said we do have times when we have to rent a 15 passenger van, so hopefully this will help with those instances and will give us more flexibility. Jerry Cremer asked if Mike has had a chance to pursue inventory. Mike said internet searches show that the 12-15 passenger vans are hard to find. B & B Motors in Havana worked with the Havana school district to find one recently.

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

RESOLVED, That the Board of Trustees provided authority to expend no more than \$50,000 on a 12 or 15 passenger van with final Board approval occurring after a van is located and under contract. Funds are available in the Auxiliary Reserve Fund.

## 2.3 Institutional Planning

### 3.0 2024 – 2025 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 that Sarah Gray has been working on this. Sarah has done a great job, and we are very fortunate to have an anticipated EAV growth. Because of that EAV growth, that has actually driven the rate down on what will be taxed in 2026, and you will see that the tax rate per \$100 drops about two and a half cents. We also do not have the additional tax this year. At the end of the day, we see less than a 5% increase in our tax need but the rate actually drops because we have more EAV to spread that over. To the household owner, they will see a slight decrease in their property taxes for SRC. Phillip Murphy asked if property taxes are still about a third for us. President Oldfield said yes. Linda Butler said she appreciated the information provided and emphasized that over the last thirty years the increase to the average tax payer has been less than \$75.00 in total.

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 adopted 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.

### 4.0 ADDITIONAL ITEMS

President Oldfield said there were no additional items for the Board.

### 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; 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 not a call for Closed Session.

#### 6.0 ADJOURNMENT

Following a motion by Dave Maguire, seconded by John Biernbaum, and unanimous approval, the Regular Meeting of the Spoon River College Board of Trustees, December 18, 2024, adjourned at 5:35 p.m.

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Jerry Cremer, Chair

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Date

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Linda Butler, Secretary