



**ILLINOIS VALLEY  
COMMUNITY COLLEGE**

**815 North Orlando Smith Road  
Oglesby, IL 61348-9692**

**Board Meeting  
A G E N D A**

**Tuesday, May 21, 2013  
Board Room  
6:30 p.m.**

**NOTE:** If you are unable to attend this meeting, or if you have questions regarding the agenda, please call the President's office, 224-0402.

## IVCC'S MISSION STATEMENT

IVCC teaches those who seek and is enriched by those who learn.

### BOARD AGENDA ITEMS

#### **January**

Student Fall Demographic Profile

#### **February**

Authorize Budget Preparation  
Tenure Recommendations  
Non-tenured Faculty Contracts  
Reduction in Force  
Tuition and Fee Review  
Five-year Financial Forecast

#### **March**

Strategic Plan Update  
President's Evaluation

#### **April**

Board of Trustees Election (odd years)  
Organization of Board (odd years)

#### **May**

Budget Adjustments  
President's Contract Review  
Vice Presidents' Contract Renewals

#### **June**

RAMP Reports  
IT Strategic Plan  
Prevailing Wage Resolution  
Authorization of Continued Payment for  
Standard Operating Expenses

#### **July**

Tentative Budget  
a. Resolution Approving Tentative Budget  
b. Authorization to Publish Notice of  
Public Hearing  
Employee Demographics Report

#### **August**

Budget  
a. Public Hearing  
b. Resolution to Adopt Budget  
College Insurance (every 3 years)

#### **September**

Protection, Health, and Safety Projects  
Cash Farm Lease  
Program Review Report  
Approval of College Calendar (even years)  
Student Accomplishments

#### **October**

Authorize Preparation of Levy  
Audit Report  
Update Key Performance Indicators  
New Key Performance Indicators (every 3 years)  
ICCTA Award Nominations

#### **November**

Adopt Tentative Tax Levy

#### **December**

Adopt Tax Levy  
Schedule of Regular Meeting Dates and Times

## **A G E N D A**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Public Comment
- 6.. Consent Agenda Items - Anyone may remove an item from the consent item list by requesting the chair to do so. Items removed will be discussed and voted upon immediately following passage of the remaining consent items.
  - 6.1 Approval of Minutes – April 16, 2013 Board Meeting and May 7, 2013 Special Meeting (Pages 1-8)
  - 6.2 Approval of Bills - \$1,356,731.28
    - 6.2.1 Education Fund - \$1,146,138.13
    - 6.2.2 Operations & Maintenance Fund - \$66,573.27
    - 6.2.3 Operations & Maintenance (Restricted Fund) - \$15,028.90
    - 6.2.4 Auxiliary Fund - \$62,161.88
    - 6.2.5 Restricted Fund - \$36,169.19
    - 6.2.6 Liability, Protection & Settlement Fund - \$30,659.91
  - 6.3 Treasurer's Report (Pages 9-29)
    - 6.3.1 Financial Highlights (Pages 10-11)
    - 6.3.2 Balance Sheet (Pages 12-13)
    - 6.3.3 Summary of FY13 Budget by Fund (Page 14)
    - 6.3.4 Budget to Actual Comparison (Pages 15-22)
    - 6.3.5 Budget to Actual by Budget Officers (Page 23)
    - 6.3.6 Statement of Cash Flows (Page 24)
    - 6.3.7 Investment Status Report (Pages 25-26)
    - 6.3.8 Check Register - \$5,000 or more (Page 27)
  - 6.4 Personnel - Stipends for Pay Periods Ending April 6, 2013 and April 20, 2013 (Pages 28-33)

- 6.5 Bid Request – TESA Micro-Hite 3D Coordinate Measuring Machine (Page 34)
- 6.6 Bid Results – Exmark Lazer X Mower (Page 35)
- 6.7 Consortia Purchases – Janitorial Equipment (Page 36)
- 6.8 Proposal Results – Beverage Service (Pages 37-38)
7. President’s Report
8. Committee Reports
9. Bid Results (Pages 39-42)
  - 9.1 Asphalt Pavement Improvements to Building C and Gymnasium Areas (Page 39)
  - 9.2 Protection, Health, and Safety (PHS Projects) (Facility Door Hardware/Keying Upgrades and Exterior Egress Concrete Replacement (Pages 40-42)
10. Items for Information (Pages 43-53)
  - 10.1 Staff Appointment – Diane Lane, Programmer/Analyst (Page 43)
  - 10.2 Staff Resignation – Toni-Lynn Battaglia, Programmer (Page 44)
  - 10.3 Staff Resignation – Todd Stash, Help Desk Specialist (Page 45)
  - 10.4 Staff Resignation – Nancy Yundt, Administrative Assistant 1, Small Business Development Center (part-time) (Page 46)
  - 10.5 Staff Resignation – Eric Pinter, Head Baseball Coach (Page 47)
  - 10.6 Government Finance Officers Association – Certificate of Achievement for Excellence in Financial Reporting (Pages 48-49)
  - 10.7 Baldrige Performance Excellence Program Commendation – Dr. Lori Scroggs (Page 50)
  - 10.8 TMC Transportation Welcomes IVCC Truck Driver Training Graduate (Page 51)
  - 10.9 National Alliance of Two Year College Athletic Administrators Scholar-Athlete Honorable Mention Award – Katie Nauman (Page 52)
  - 10.10 Bookstore Textbook Rental Program (Page 53)
11. Trustee Comment
12. Closed Session – 1) pending litigation and 2) closed session minutes.
13. Closed Session Minutes – April 16, 2013
14. Other
15. Adjournment

**ILLINOIS VALLEY COMMUNITY COLLEGE**  
**Board of Trustees**

**Minutes of Regular Meeting**  
**April 16, 2013**

The Board of Trustees of Illinois Valley Community College District No. 513 convened a regular session at 6:30 p.m. on Tuesday, April 16, 2013 in the Board Room (C307) at Illinois Valley Community College.

**Members Physically Present:** Dennis N. Thompson, Chair  
Melissa M. Olivero, Vice Chair  
Larry D. Huffman, Secretary  
Michael C. Driscoll  
David O. Mallery  
Everett J. Solon  
Britney J. Burkart, Student Trustee (2012-2013)  
Taylor A. Gunia, Student Trustee (2013-2014)

**Members Absent:** James A. Narzewski

**Others Physically Present:** Jerry Corcoran, President  
Cheryl Roelfsema, Vice President for Business Services and Finance  
Walt Zukowski, Attorney

**APPROVAL OF AMENDED AGENDA**

Mr. Thompson requested Agenda Item 18 – Employee Termination be removed. It was moved by Dr. Huffman and seconded by Dr. Driscoll to approve the agenda, as amended. Motion passed by voice vote.

**PUBLIC COMMENT**

Mr. Thompson welcomed Taylor Gunia as the new student trustee to the Board of Trustees for the 2013-2014 academic year.

**RECOGNITION**

Dr. Jerry Corcoran presented a plaque and an IVCC pin to Mr. Dennis Thompson recognizing him for his outstanding leadership as chair of the Board for the past four years. Mr. Thompson was appointed to the Board in April 2005; elected in 2007; a member of audit-finance committee from 2005-2007; facilities committee chair from 2007-2011; board vice chair 2007-2008; chair 2009-2013; capital campaign steering committee member; and donated all of the labor for the baseball team dugout repair. He and his wife, Linda, have provided tremendous financial support to the Foundation on all initiatives. He has been a great role model - positive and professional. Mr. Jim Narzewski was elected to fill a two-year term in 2011. Mr. Narzewski was not able to attend the meeting and Dr. Corcoran will present him a gift of appreciation at a later date. Dr. Corcoran read a resolution and presented it to Britney Burkart on behalf of the Board of Trustees

to express their sincere appreciation that she has given generously of her time, energy, and talents in her responsibilities to the college as student board member. Britney thanked Dr. Corcoran and the Board and expressed how grateful she was to represent the students. She also noted she learned so much as a leader and it has opened so many opportunities for her.

### **CONSENT AGENDA**

It was moved by Dr. Driscoll and seconded by Dr. Huffman to approve the consent agenda, as presented. Motion passed by voice vote.

The following items were approved in the consent agenda:

Approval of Minutes – February 7, 2013 Special Board Meeting and February 19, 2013 Board Meeting

Approval of the Bills - \$1,268,692.01

Education Fund - \$842,196.42; Operations and Maintenance Fund - \$75,736.05; Operations & Maintenance (Restricted Fund) - \$106,203.81; Auxiliary Fund - \$27,380.00; Restricted Fund - \$186,283.27; and Liability, Protection and Settlement Fund - \$30,892.46

Treasurer's Report

Personnel

Approved the stipends for the pay periods ending March 9, 2013 and March 23, 2013

### **PRESIDENT'S REPORT**

The Student Government Association (SGA) election results reported Taylor Gunia was elected student trustee, April Kutz the SGA president, Johanna Schultz vice president, Alec Noy treasurer, Jenna Sobin secretary, Nicole Mussleman sophomore representative, and Audi Lauf and Tanner McCormick sophomore programming board members. Dr. Corcoran congratulated everyone on being elected to these important leadership positions. He also thanked Omar Aburomi, Hailee Brayton, Delaney Ridley, Britney Burkart, Toni Kessel, Brandon Harmon, Steffen O'Brien, Nick Finney, Matthew Monee, April Kutz, and Jenna Sobin for terrific service to the SGA this past year. Construction update: Circle drive closing date has been pushed back to the week of April 22 (at the earliest); pouring of the new temporary sidewalk, relocation of temporary fencing, and installation of new traffic signage should take place at the end of the month. Work inside the Peter Miller Community Technology Center is progressing nicely. Equipment start-up is off to a good start; test and balance on air and water should also be done by the end of April; and fiber optic cable will be run very soon. All of the East Campus work looks great and right now the only challenges are a few unavoidable weather delays. The 2013 academic honors banquet was held last week in IVCC's gym for the first time and everything went fine with 138 students recognized in the program. Everyone had a great time because of the excellent food and a moving keynote speech by Abhijeet Battacharya. Dr. Tracy Morris and Sandy Beard were commended for a job well done on coordinating this special event. Dr. Lori Scroggs and LeeAnn Johnson were in Springfield for the Statewide PTK banquet where two of the College's most successful students, Jessie Hodgson and Jerril Jones, were in attendance with their families as nominees for national PTK awards. Dr. Corcoran congratulated Jessie and Jerril

for their well-deserved recognition. Dr. Scroggs recently heard that a Bridging the Gap grant proposal she, Sue Isermann, and Marianne Dzik authored will be funded by the ICCB for \$9,700. The purpose of the grant is to establish horizontal alignment in mathematics and English between fourth-year high school and entry-level college courses. The goal of the project is to arrive at specified learning outcomes and proposed assessments for fourth-year mathematics and English classes mapped to Accuplacer, the College's placement exam, and entry college-level mathematics and English courses and then to share this research with all of the high schools in the district. This is a noble project which is greatly needed. Dr. Corcoran commended Lori, Sue and Marianne for their diligence in finding outside funding to facilitate the research. Approximately 80 members of the support staff attended a development day in March. Keynote speaker was Jason Kotecki, an IVCC graduate in 1996, who is an established author, motivational speaker, and cartoonist! Overall, the day's variety of programs and activities were well received, and Kris Curley was recognized for being named Support Staff Distinguished Service Award winner. Dr. Corcoran commended the planning committee of Glenna Jones, Cathy Buck, Jeanne Hayden, Polly Ragazinsky, Connie Sprong, and Jenna Stinson on a great job. A calendar of events for the month of May was prepared for the Board and Dr. Corcoran requested the Board to comment on which programs they will be attending so that each event would have the appropriate representation. 1) Nurse Pinning is scheduled for Saturday, May 18<sup>th</sup> at 11:30 so everyone would need to line up by 11:00 a.m. Jane, Laurie, Melissa, Larry, Dave, Everett and Taylor indicated they would be in attendance. 2) Commencement with Congressman Adam Kinzinger as the guest speaker will begin at 2:30 p.m., arrival by 1:45. Jane, Laurie, Melissa, Larry, Dave, Everett, and Taylor indicated they would be in attendance. 3) GED Graduation with Dr. Maureen Rebholz as guest speaker will take place on the following Monday, May 20<sup>th</sup> at 7 p.m. in the gym with arrival by 6:30. Everyone indicated they would attend the GED Graduation. The employee annual recognition event will be held this Friday at Seneca's Oak Ridge, the social hour begins at 4:00 p.m., with hors d'oeuvres until 5:30 p.m., and the presentation of awards to begin at 5:30 p.m. The capital campaign for enhancement to the new Peter Miller Community Technology Center has raised approximately \$1.7 million. Fran Brolley said to Dr. Corcoran recently when they visited someone in the district for a story on a \$1,000 donation, "Jerry, it's a slow climb when the goal is \$2.1 million." Dr. Corcoran was happy to report that the third largest donation for this major initiative just came in very recently in the amount of \$50,000 from Mr. Ralph Scriba, a 1951 alumnus of L-P-O Junior College who became very successful by starting his own business in his garage manufacturing aviation parts on the West Coast. Dr. Corcoran noted that Fran prepared such a compelling story regarding strategic goals and the new Tech Center, that it was he, Donna Swiskoski and Sue Monroe who deserve 100% of the credit for reaching to and building an important relationship with Mr. Scriba.

### **COMMITTEE REPORTS**

Dr. Huffman reported the Audit/Finance Committee met on Monday, April 1. Most of the items on the agenda were brought before the full Board. Information on the Affordable Care Act and the look-back period was shared with the Committee. They also received preliminary information on a high deductible insurance plan.

### **SABBATICAL LEAVE REQUESTS**

It was moved by Dr. Huffman and seconded by Mr. Solon to approve the sabbatical leave for Amanda Cook Fesperman for the 2013-2014 academic year. Said leave to be governed by the conditions stipulated in the agreement between the American Federation of Teachers Local 1810 and the Board of Trustees of Illinois Valley Community College District No. 513. Motion passed by voice vote.

It was moved by Ms. Olivero and seconded by Mr. Mallery to approve the sabbatical leave for Kimberly Radek for the 2013-2014 academic year. Said leave to be governed by the conditions stipulated in the agreement between the American Federation of Teachers Local 1810 and the Board of Trustees of Illinois Valley Community College District No. 513. Motion passed by voice vote.

### **PURCHASE REQUEST – COMMUNITY INSTRUCTIONAL CENTER PROJECT PHASE 1 AND 2 TECHNOLOGY EQUIPMENT**

It was moved by Dr. Huffman and seconded by Dr. Driscoll to move forward with the Requests for Purchase (RFP) and bids for technology equipment for the Community Instructional Center project. Motion passed by voice vote.

### **BID RESULTS – BUILDING C BOILER ROOM UPGRADES**

It was moved by Ms. Olivero and seconded by Dr. Huffman to accept the base bid from John's Service and Sales, Inc., Oglesby, Illinois, in the amount of \$437,000 for the Building C Boiler Room Upgrades. Motion passed by voice vote.

### **PROPERTY TAX APPEAL RESOLUTION**

It was moved by Mr. Solon and seconded by Dr. Huffman to adopt the Resolution authorizing the filing of a complaint to the Property Tax Appeal Board for the LaSalle Nuclear Power Station for the year 2012.

Student Advisory Vote: "Aye" – Ms. Gunia. Roll Call Vote: "Ayes" – Mr. Mallery, Ms. Olivero, Mr. Solon, Dr. Driscoll, Dr. Huffman, and Mr. Thompson. "Nays" – None, motion carried.

### **TRUSTEE COMMENT**

Mr. Thompson expressed his appreciation of serving on the Board. He ran for the Board to educate himself regarding the work of the college. He noted he learned a great deal and wished the Board the best.

### **CLOSED SESSION**

It was moved by Mr. Solon and seconded by Dr. Driscoll to convene a closed session at 6:57 p.m. to discuss 1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 2) pending litigation; and 3) closed session minutes. Motion passed by voice vote.

After a short break, the Board entered closed session at 7 p.m. On a motion by Mr. Solon and seconded by Dr. Driscoll, the regular meeting resumed at 7:49 p.m. Motion passed by voice vote.



**EMPLOYEE HONORABLE DISMISSAL**

It was moved by Ms. Olivero and seconded by Dr. Huffman to authorize a reduction in force and adopt a Resolution of Honorable Dismissal for Dr. Elaine Novak, Dean of Career and Technical Programs, effective the 30<sup>th</sup> of June, 2013. Motion passed by voice vote.

**CLOSED SESSION MINUTES**

It was moved by Mr. Mallery and seconded by Dr. Huffman to approve and retain the closed session minutes of the February 7, 2013 meeting. Motion passed by voice vote.

It was moved by Dr. Huffman and seconded by Mr. Solon to approve and retain the closed session minutes of the March 19, 2013 meeting. Motion passed by voice vote.

**ADJOURNMENT**

It was moved by Ms. Gunia, seconded by Dr. Huffman, and carried unanimously to adjourn the meeting at 7:50 p.m.

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Melissa M. Olivero, Board Chair

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Larry D. Huffman, Secretary

**ILLINOIS VALLEY COMMUNITY COLLEGE**  
**Board of Trustees**

**Minutes of Special Meeting**  
**May 7, 2013**

The Board of Trustees of Illinois Valley Community College District No. 513 convened a special session at 6:30 p.m. on Tuesday, May 7, 2013 in the Board Room (C307) at Illinois Valley Community College.

**Members Physically Present:** Dennis N. Thompson, Board Chair  
Melissa M. Olivero, Vice Chair  
Larry D. Huffman, Secretary  
Michael C. Driscoll  
David O. Mallery  
Everett J. Solon  
Taylor A. Gunia, Student Trustee

**Members Absent:** James A. Narzewski

**Members Elect:** Laurie A. Bonucci  
Jane E. Goetz

**Others Physically Present:** Jerry Corcoran, President  
Cheryl Roelfsema, Vice President for Business Services and Finance  
Walt Zukowski, Attorney

Mr. Dennis Thompson called the meeting to order at 6:30 p.m.

**RESOLUTION DECLARING RESULTS OF BOARD OF TRUSTEES  
ELECTION HELD APRIL 9, 2013**

It was moved by Dr. Huffman and seconded by Dr. Driscoll to approve the resolution declaring results of the April 9, 2013 election in which the candidates receiving the highest number of votes for the two six-year terms were Ms. Laurie Bonucci and Ms. Jane Goetz and were hereby elected as members of the Board of Trustees of Community College District No. 513. Motion passed by voice vote.

**ADJOURNMENT SINE DIE**

It was moved by Mr. Solon, seconded by Ms. Olivero, and carried unanimously that the meeting adjourn sine die at 6:33 p.m.

**CALL TO ORDER AND ROLL CALL**

The meeting was called to order at 6:34 p.m. by Dr. Jerry Corcoran with members Ms. Gunia, Mr. Mallery, Ms. Olivero, Mr. Solon, Ms. Bonucci, Dr. Driscoll, Ms. Goetz, and Dr. Huffman present.

### **REORGANIZATION OF THE BOARD**

It was moved by Dr. Driscoll, seconded by Mr. Solon, and carried unanimously that Mr. Dennis Thompson be named Chair Pro-Tem for the purpose of reorganizing the Board.

It was moved by Ms. Olivero, seconded by Ms. Bonucci, and carried unanimously that Mrs. Jeanne Hayden be named Secretary Pro-Tem for the purpose of reorganizing the Board.

It was moved by Dr. Driscoll and seconded by Ms. Goetz to nominate Ms. Melissa M. Olivero for the Board Chair. Nominations were closed. The motion to name **Ms. Melissa M. Olivero** as Board Chair passed by voice vote.

It was moved by Dr. Huffman and seconded by Mr. Mallery to nominate Dr. Michael C. Driscoll for the Board Vice Chair. It was moved by Mr. Solon and carried unanimously to close the nominations for Board Vice Chair. The motion to name **Dr. Michael C. Driscoll** as Board Vice Chair passed by voice vote.

It was moved by Dr. Driscoll and seconded by Ms. Bonucci to nominate Dr. Larry D. Huffman for the Board Secretary. Nominations were closed. The motion to name **Dr. Larry D. Huffman** as Board Secretary passed by voice vote.

### **BOARD APPOINTMENTS**

It was moved by Mr. Solon, seconded by Dr. Driscoll, and carried unanimously to appoint **Walter Zukowski & Associates as its Attorney.**

It was moved by Mr. Mallery, seconded by Dr. Huffman, and carried unanimously to appoint **Ms. Cheryl Roelfsema as its Treasurer.**

It was moved by Ms. Goetz, seconded by Dr. Driscoll, and carried unanimously to appoint **Mrs. Jeanne Hayden as Secretary to the Board.**

### **REGULAR MEETING DATES AND TIMES**

It was moved by Dr. Huffman, seconded by Ms. Goetz, and carried unanimously to set the **third Tuesday of each month as its regular meeting day, at 6:30 p.m.** in Room C307, the Board Room, on the campus of Illinois Valley Community College, 815 N. Orlando Smith Road, Oglesby, Illinois.

### **TRUSTEE APPOINTMENTS**

It was moved by Dr. Huffman and seconded by Ms. Olivero to appoint **Mr. David Mallery as the Illinois Community College Trustees Association Representative** and **Ms. Laurie Bonucci as the Illinois Community College Trustees Association Alternate Representative.** Motion passed by voice vote.

Other appointments to Board committees:

Audit/Finance Committee

Dr. Larry Huffman, Chair  
Dr. Michael Driscoll  
Mr. Everett Solon

Planning Committee

Dr. Michael Driscoll, Chair  
Mr. David Mallery  
Ms. Jane Goetz

Facilities Committee

Mr. David Mallery, Chair  
Ms. Melissa Olivero  
Ms. Laurie Bonucci

Closed Session Minutes Committee

Dr. Larry Huffman, Chair  
Mr. Everett Solon  
Ms. Laurie Bonucci

**ADJOURNMENT**

Ms. Olivero declared the meeting adjourned at 6:45 p.m.

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Melissa M. Olivero, Board Chair

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Larry D. Huffman, Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE  
COMMUNITY COLLEGE DISTRICT NO. 513

TREASURER'S REPORT

APRIL 2013

Cheryl Roelfsema, CPA  
Vice President for Business Services and Finance/Treasurer

Patrick Berry, CPA  
Controller

## FINANCIAL HIGHLIGHTS – April 2013

### Revenues

- As of May 3, the student headcount for spring semester was 4,446, which is 191, or 4.12 percent, less than at this same point in time last year. Credit hours were at 32,235, which is 2,584, or 7.42 percent, less than one year ago. A ten percent decrease in credit hours was budgeted for fiscal year 2013. The following table compares midterm credit hours by semester for FY2012 and FY2013:

<b>Term</b>	<b>FY2012</b>	<b>FY2013</b>	<b>% Change</b>
Summer	9,977	7,116	(28.7)
Fall	40,413	36,723	(9.13)
Spring	37,187	34,262	(7.87)
<b>Total</b>	<b>87,577</b>	<b>78,101</b>	<b>(10.82)</b>

Registration for summer semester began on April 2. The headcount for summer semester 2013 is 1,416, which is 127 students less than at the same point in time last year. Credit hours for summer 2013 decreased by 673, or 9.17 percent, for a total of 6,665, from this point in time one year ago.

- The equalized assessed valuation of IVCC's district continues to decline:

Tax Year	Total EAV	% change Total EAV	Tax Rate	Operating Funds Tax Revenue	LaSalle Generating Plant EAV
2012	\$3,057,111,791	(2.4%)	35.36	\$7,896,520	\$488,250,000
2011	3,132,795,312	(1.58%)	35.26	7,897,777	504,000,000
2010	3,183,103,555	(.49%)	35.12	8,005,505	525,108,238
2009	3,198,644,044	11.51%	34.65	8,038,192	525,108,238
2008	2,868,407,435	5.25%	34.38	7,216,913	235,000,000

- The State of Illinois Base Operating Grant and Equalization Grant have been paid through November 2012. FY2013 adult education grant payments have been paid through February 2013.

### Expenditures

Some of the more significant variances in expenditures for the ten months ending April 30, 2013 include the following:

- Fund 01 – Education Fund – Instruction – Capital Outlay – includes the purchase of the Hampden Home Efficiency Auditor Training Facility approved at the July 2012 board meeting which has been reimbursed through the capital campaign;

- Fund 01 – Education Fund – Institutional Support – Contractual Services – includes \$25,245 of maintenance support for IBM equipment, \$199,875 for Ellucian (formerly Datatel) support, \$11,250 for Blackboard support, \$25,075 for the Marquis Energy Ethanol Plant appraisal, and \$163,100 in legal fees;
- Fund 06 – Public Service - Dislocated Workers Center funding exceeds budget for clients’ expenses such as tuition and travel due to increased funding.

**Protection, Health & Safety Projects in progress:**

- Restroom Renovations Phase II – Building E restroom work began April 22; scheduled for completion on June 14;
- Building C Boiler Room Upgrades – Work to commence soon;
- Facility Door Hardware/Rekeying Upgrades, Exterior Egress Concrete Replacement, and Cultural Center Stage Upgrade – recommending bid from Vanguard Construction be accepted.

• **Other Projects:**

- Community Instructional Center Project – Project is on schedule (substantial completion September 1, 2013). A tentative work schedule follows:

Site work	Demolition started in the circle drive; concrete pour to start on May 20.
CTC – Building Shell	Roof copings and Trespa installation continues on north side as weather permits; ready to schedule roof inspection.
CTC – 1 <sup>st</sup> and 2nd floors	Above ceiling inspection was done May 9; ceiling tile installation starts May 20; millwork installation in progress; stainless steel cabinets to be shipped May 17; May 20 concrete floor will be sealed and polishing started; MIMC lab lighting to start May 10; glass railing installation to start May 13; lockers are installed.
CTC – Equipment Start-up	Test and balance of last DOAS (outside air source) unit scheduled for May 15; lighting control programming to start May 27; temperature control programming to be complete by May 31; low voltage cabling to be complete June 1, and testing to start June 3—this includes the security system and fire alarms.
CIC – Phase 2	East addition – siding and downspouts being installed; West addition – floors are being poured; block walls to start; Site work – cut and fill new drive; install storm sewers; Welding/Auto Shop – install sprinkler system.

Illinois Valley Community College District No. 513  
 Combined Balance Sheet  
 All Fund Types and Account Groups  
 April 30, 2013

	Governmental Fund Types			Proprietary Fund Types	Fiduciary Fund Types	Account Groups		Total (Memorandum Only)
	General	Special Revenue	Debt Service	Enterprise	Trust and Agency Funds	General Fixed Assets	General Long-Term Debt	
<b>Assets and Other Debits</b>								
Cash and cash equivalents	\$ 2,498,672	\$ 670,303	\$ 354,904	\$ 1,279,734	\$ 153,648	\$ -	\$ -	\$ 4,957,261
Investments	3,638,314	16,167,790	500,000	1,200,000	-			21,506,104
Receivables								
Property taxes	7,904,725	1,877,976	1,262,083					11,044,784
Governmental claims	-	182,713			2,265			184,978
Tuition and fees	2,668,196	-		1,149				2,669,345
Due from other funds	240,452	2,072	3,704	11,114	-	-	-	257,342
Bookstore inventories				643,513				643,513
Other assets	17,695	58,937	-	8,120	-	-		84,752
Fixed assets - net where applicable				27,614		60,560,483		60,588,097
Other debits								
Amount available in Debt Service Fund							2,120,691	2,120,691
Amount to be provided to retire debt							2,879,309	2,879,309
<b>Total Assets and Other Debits</b>	<u>\$16,968,054</u>	<u>\$18,959,791</u>	<u>\$ 2,120,691</u>	<u>\$ 3,171,244</u>	<u>\$ 155,913</u>	<u>\$60,560,483</u>	<u>\$ 5,000,000</u>	<u>\$ 106,936,176</u>



Illinois Valley Community College District No. 513  
 Combined Balance Sheet  
 All Fund Types and Account Groups  
 April 30, 2013

	Governmental Fund Types			Proprietary Fund Types	Fiduciary Fund Types	Account Groups		Total (Memorandum Only)
	General	Special Revenue	Debt Service	Enterprise	Trust and Agency Funds	General Fixed Assets	General Long-Term Debt	
<b>Liabilities</b>								
Accounts payable	\$ 86,784	\$ 62,873	\$ -	\$ 50,945	\$ 5,052	\$ -	\$ -	\$ 205,654
Accrued salaries & benefits	1,087,737	4,882	-	12,698	-	-	-	1,105,317
Post-retirement benefits & other	115,081	109,870	75,000	-	-	-	-	299,951
Unclaimed property	2,440	401	-	-	41	-	-	2,882
Due to other funds	132,551	59,497	-	-	65,294	-	-	257,342
Due to student groups/deposits	(15)	-	-	-	85,526	-	-	85,511
Deferred revenue								-
Property taxes	3,952,363	938,989	631,043					5,522,395
Tuition and fees	2,711,439	-	-					2,711,439
Grants	-	-	-					-
Bonds payable							5,000,000	5,000,000
Total liabilities	<u>8,088,380</u>	<u>1,176,512</u>	<u>706,043</u>	<u>63,643</u>	<u>155,913</u>	<u>-</u>	<u>5,000,000</u>	<u>15,190,491</u>
<b>Equity and Other Credits</b>								
Investment in general fixed assets						60,560,483		60,560,483
Contributed capital								-
Retained earnings				3,107,601				3,107,601
Fund balance								-
Reserved for grant purposes		(346,626)						(346,626)
Reserved for building purposes		9,023,659						9,023,659
Reserved for debt service			1,414,648					1,414,648
Reserved for Liab., Prot., Sett.		4,402,875						4,402,875
Unreserved	8,879,674	4,703,371						13,583,045
Total equity and other credits	<u>8,879,674</u>	<u>17,783,279</u>	<u>1,414,648</u>	<u>3,107,601</u>	<u>-</u>	<u>60,560,483</u>	<u>-</u>	<u>91,745,685</u>
<b>Total Liabilities, Equity and Other Credits</b>	<u>\$16,968,054</u>	<u>\$18,959,791</u>	<u>\$ 2,120,691</u>	<u>\$ 3,171,244</u>	<u>\$ 155,913</u>	<u>\$60,560,483</u>	<u>\$ 5,000,000</u>	<u>\$ 106,936,176</u>

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Student accounts receivable are adjusted on a monthly basis. However, taxes receivable and inventories are only adjusted at fiscal year end.

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Illinois Valley Community College District No. 513  
 Summary of Fiscal Year 2013 Revenues & Expenditures by Fund  
 Ten Months Ended April 30, 2013

	Education Fund	Operations & Maintenance Fund	Operations & Maintenance Fund (Restricted)	Bond & Interest Fund	Working Cash Fund	Auxiliary Enterprises Fund	Restricted Purposes Fund	Liability Protection & Settlement Fund	Audit Fund	Total (Memorandum Only)
Actual Revenues	\$ 16,542,152	\$ 2,446,463	\$ 4,888,575	\$ 1,256,999	\$ 17,383	\$ 2,320,355	\$ 6,880,305	\$ 281,211	\$ 34,273	\$ 34,667,716
Actual Expenditures	(15,435,697)	(1,846,461)	(6,481,140)	(1,216,465)	-	(2,540,227)	(7,409,208)	(674,588)	(34,050)	(35,687,836)
Other Financing Sources (Uses)	(22,291)	-	-	-	-	61,364	37,291	-	-	76,364
Excess (deficit) of Revenues and other financing sources over expenditures and other financing uses	1,034,164	600,002	(1,592,565)	40,534	17,383	(158,508)	(491,612)	(393,377)	223	(943,756)
Fund balances July 1, 2012	4,676,192	2,569,316	10,616,224	1,374,114	4,655,537	3,266,109	144,986	4,796,252	30,228	32,128,958
Fund balances April 30, 2013	<u>\$ 5,710,356</u>	<u>\$ 3,169,318</u>	<u>\$ 9,023,659</u>	<u>\$ 1,414,648</u>	<u>\$ 4,672,920</u>	<u>\$ 3,107,601</u>	<u>\$ (346,626)</u>	<u>\$ 4,402,875</u>	<u>\$ 30,451</u>	<u>\$ 31,185,202</u>

Illinois Valley Community College District No. 513  
 Fiscal Year 2013 Budget to Actual Comparison  
 Ten Months Ended April 30, 2013

	Annual Budget FY2013	Actual 4/30/13	Act/Budget 83.3%	Actual 4/30/12	Act/Budget FY12	Annual Budget FY2012
<b>EDUCATION FUND REVENUES</b>						
Local Government Sources:						
Current Taxes	\$ 6,611,055	\$ 6,610,728	100.0%	\$ 6,600,072	98.9%	\$ 6,671,791
Corporate Personal Property Replacement Tax	878,840	612,989	69.7%	665,831	56.0%	1,190,000
TIF Revenues	381,000	376,909	98.9%	301,077	83.6%	360,000
<b>Total Local Government</b>	<b>7,870,895</b>	<b>7,600,626</b>	<b>96.6%</b>	<b>7,566,980</b>	<b>92.0%</b>	<b>8,221,791</b>
State Government:						
ICCB Credit Hour Grant	1,923,233	788,544	41.0%	926,057	52.5%	1,765,157
Equalization	133,618	78,762	58.9%	79,535	58.3%	136,345
Career/Technical Education Formula Grant	165,000	195,732	118.6%	83,276	82.4%	101,121
Dept of Corrections	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
<b>Total State Government</b>	<b>2,221,851</b>	<b>1,063,038</b>	<b>47.8%</b>	<b>1,088,868</b>	<b>54.4%</b>	<b>2,002,623</b>
Federal Government						
PELL Administrative Fees	10,000	8,490	84.9%	10,630	132.9%	8,000
ARRA Grant	-	-	0.0%	-	0.0%	-
<b>Total Federal Government</b>	<b>10,000</b>	<b>8,490</b>	<b>84.9%</b>	<b>10,630</b>	<b>132.9%</b>	<b>8,000</b>
Student Tuition and Fees						
Tuition	6,329,675	6,271,451	99.1%	6,263,268	93.4%	6,706,315
Fees	950,335	965,823	101.6%	1,024,122	86.8%	1,180,439
<b>Total Tuition and Fees</b>	<b>7,280,010</b>	<b>7,237,274</b>	<b>99.4%</b>	<b>7,287,390</b>	<b>92.4%</b>	<b>7,886,754</b>
Other Sources:						
Investment Revenue	20,000	18,127	90.6%	24,403	61.0%	40,000
Public Service Revenue	457,450	378,416	82.7%	519,936	57.5%	934,812
Nongovernmental Gifts	48,000	195,500	407.3%	48,000	100.0%	48,000
Other	17,100	40,681	237.9%	13,540	14.6%	92,894
<b>Total Other Sources</b>	<b>542,550</b>	<b>632,724</b>	<b>116.6%</b>	<b>605,879</b>	<b>55.8%</b>	<b>1,085,706</b>
<b>TOTAL EDUCATION FUND REVENUE</b>	<b>17,925,306</b>	<b>16,542,152</b>	<b>92.3%</b>	<b>16,559,747</b>	<b>86.2%</b>	<b>19,204,874</b>
<b>EDUCATION FUND EXPENDITURES</b>						
Instruction:						
Salaries	8,461,066	7,234,704	85.5%	7,759,338	84.0%	9,236,909
Employee Benefits	1,471,033	1,384,324	94.1%	1,396,757	90.7%	1,539,288
Contractual Services	133,779	64,913	48.5%	76,637	59.8%	128,150
General Materials & Supplies	382,084	261,035	68.3%	299,327	65.4%	457,723
Conference & Meeting Expenses	45,992	23,726	51.6%	47,157	46.3%	101,811
Fixed Charges	208,600	191,296	91.7%	193,116	80.5%	240,000
Utilities	1,000	578	57.8%	832	83.2%	1,000
Capital Outlay	22,500	173,516	771.2%	-	0.0%	23,916
Other	-	-	0.0%	-	0.0%	-
<b>Total Instruction</b>	<b>\$ 10,726,054</b>	<b>\$ 9,334,092</b>	<b>87.0%</b>	<b>\$ 9,773,164</b>	<b>83.3%</b>	<b>\$ 11,728,797</b>

Illinois Valley Community College District No. 513  
Fiscal Year 2013 Budget to Actual Comparison  
Ten Months Ended April 30, 2013

EDUCATION FUND EXPENDITURES (continued)	Annual Budget FY2013	Actual 4/30/13	Act/Budget 83.3%	Actual 4/30/12	Act/Budget FY12	Annual Budget FY2012
Academic Support:						
Salaries	\$ 617,016	\$ 497,331	80.6%	\$ 515,047	75.8%	\$ 679,854
Employee Benefits	109,095	106,591	97.7%	91,943	82.4%	111,647
Contractual Services	156,464	129,028	82.5%	136,681	89.3%	153,059
General Materials & Supplies	204,882	164,880	80.5%	263,030	82.1%	320,491
Conference & Meeting Expenses	10,437	2,068	19.8%	1,045	6.6%	15,782
Fixed Charges	-	-	0.0%	-	0.0%	4,680
Utilities	52,955	29,930	56.5%	18,144	41.1%	44,143
Capital Outlay	23,750	8,445	35.6%	5,745	0.0%	19,750
Other	-	-	0.0%	-	0.0%	-
Total Academic Support	1,174,599	938,273	79.9%	1,031,635	76.5%	1,349,406
Student Services						
Salaries	1,141,956	908,120	79.5%	974,127	87.5%	1,113,536
Employee Benefits	278,952	248,028	88.9%	243,717	88.4%	275,791
Contractual Services	2,050	3,649	178.0%	3,948	57.3%	6,885
General Materials & Supplies	48,045	37,789	78.7%	38,845	66.3%	58,567
Conference & Meeting Expenses	12,700	8,301	65.4%	8,865	41.1%	21,550
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Student Services	1,483,703	1,205,887	81.3%	1,269,502	86.0%	1,476,329
Public Services/Continuing Education:						
Salaries	418,792	346,276	82.7%	301,134	86.2%	349,346
Employee Benefits	49,405	48,334	97.8%	33,974	95.0%	35,766
Contractual Services	296,000	226,478	76.5%	210,839	58.8%	358,700
General Materials & Supplies	57,950	60,458	68.7%	56,247	43.2%	130,100
Conference & Meeting Expenses	8,375	9,221	110.1%	6,558	79.0%	8,300
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	250	-	0.0%	-	0.0%	250
Total Public Services/Continuing Education	860,772	690,767	80.2%	608,752	69.0%	882,462
Institutional Support:						
Salaries	1,688,680	1,402,991	83.1%	1,564,186	81.7%	1,914,461
Employee Benefits	462,246	408,888	88.5%	430,045	87.0%	494,372
Contractual Services	409,635	516,084	126.0%	445,013	110.8%	401,651
General Materials & Supplies	397,499	300,277	75.5%	332,127	78.9%	421,070
Conference & Meeting Expenses	72,410	34,364	47.5%	40,399	53.4%	75,720
Fixed Charges	17,000	5,475	32.2%	33,842	141.0%	24,000
Utilities	20,613	12,921	62.7%	11,902	74.6%	15,956
Capital Outlay	362,951	185,561	51.1%	12,763	33.0%	38,650
Other	38,000	(3,727)	-9.8%	1,079	0.0%	-
Total Institutional Support	3,469,034	2,862,834	82.5%	2,871,356	84.8%	3,385,880
Scholarships, Grants and Waivers	631,095	453,844	71.9%	471,697	111.8%	422,000
<b>TOTAL EDUCATION FUND EXPENDITURES</b>	<b>\$ 18,345,257</b>	<b>\$ 15,485,697</b>	<b>84.4%</b>	<b>\$ 16,026,106</b>	<b>83.3%</b>	<b>\$ 19,244,874</b>
<b>INTERFUND TRANSFERS - NET</b>	<b>\$ 419,951</b>	<b>\$ (22,291)</b>	<b>-5.3%</b>	<b>\$ -</b>	<b>0.0%</b>	<b>\$ 40,000</b>

**Illinois Valley Community College District No. 513  
Fiscal Year 2013 Budget to Actual Comparison  
Ten Months Ended April 30, 2013**

<b>OPERATIONS &amp; MAINTENANCE FUND REVENUES</b>	<b>Annual Budget FY2013</b>	<b>Actual 4/30/13</b>	<b>Act/Budget 83.3%</b>	<b>Actual 4/30/12</b>	<b>Act/Budget FY12</b>	<b>Annual Budget FY2012</b>
Local Government Sources:						
Current Taxes	\$ 1,245,606	\$ 1,247,546	100.2%	\$ 1,247,613	99.0%	\$ 1,260,330
Corporate Personal Property Replacement Tax	155,089	108,175	69.8%	117,500	56.0%	210,000
TIF	127,000	124,965	98.4%	100,359	85.9%	116,885
Total Local Government	<u>1,527,695</u>	<u>1,480,686</u>	<u>96.9%</u>	<u>1,465,472</u>	<u>92.3%</u>	<u>1,587,215</u>
State Government:						
ICCB Credit Hour Grant	339,394	139,155	41.0%	163,422	52.5%	311,498
Total State Government	<u>339,394</u>	<u>139,155</u>	<u>41.0%</u>	<u>163,422</u>	<u>52.5%</u>	<u>311,498</u>
Student Tuition and Fees:						
Tuition	672,792	704,604	104.7%	725,850	97.7%	743,178
Total Tuition and Fees	<u>672,792</u>	<u>704,604</u>	<u>104.7%</u>	<u>725,850</u>	<u>97.7%</u>	<u>743,178</u>
Other Sources:						
Facilities Revenue	94,000	117,206	124.7%	102,712	54.9%	187,000
Investment Revenue	2,000	1,119	56.0%	11,648	233.0%	5,000
Non-Governmental Gifts & Grants	-	-	0.0%	-	0.0%	-
Other	-	3,693	0.0%	7,872	0.0%	-
Total Other Sources	<u>96,000</u>	<u>122,018</u>	<u>127.1%</u>	<u>122,232</u>	<u>63.7%</u>	<u>192,000</u>
<b>TOTAL OPERATIONS &amp; MAINTENANCE FUND REVENUES</b>	<b>\$ 2,635,881</b>	<b>\$ 2,446,463</b>	<b>92.8%</b>	<b>\$ 2,476,976</b>	<b>87.4%</b>	<b>\$ 2,833,891</b>

<b>OPERATIONS &amp; MAINTENANCE FUND</b>	<b>Annual Budget FY2013</b>	<b>Actual 04/30/13</b>	<b>Act/Budget 83.3%</b>	<b>Actual 04/30/12</b>	<b>Act/Budget FY12</b>	<b>Annual Budget FY2012</b>
Operations & Maintenance of Plant:						
Salaries	\$ 848,004	\$ 681,827	80.4%	\$ 700,682	81.2%	\$ 862,900
Employee Benefits	226,694	190,581	84.1%	180,979	83.0%	218,101
Contractual Services	183,900	130,983	71.2%	152,685	83.1%	183,700
General Materials & Supplies	282,500	135,933	48.1%	183,457	73.1%	250,976
Conference & Meeting Expenses	4,000	1,377	34.4%	794	13.2%	6,000
Fixed Charges	40,000	50,593	126.5%	42,264	105.7%	40,000
Utilities	809,410	496,095	61.3%	535,362	65.3%	819,410
Capital Outlay	129,000	90,805	70.4%	34,613	20.6%	167,900
Facility Charges to Other Funds	(63,000)	-	0.0%	-	0.0%	-
Provision for Contingency	100,000	-	0.0%	-	0.0%	200,000
Total Operations & Maintenance of Plant	<u>2,560,508</u>	<u>1,778,194</u>	<u>69.4%</u>	<u>1,830,836</u>	<u>66.6%</u>	<u>2,748,987</u>
Institutional Support:						
Salaries	56,881	50,620	89.0%	47,387	84.6%	56,007
Employee Benefits	8,792	9,108	103.6%	7,935	93.4%	8,497
Contractual Services	2,400	2,395	99.8%	2,395	95.8%	2,500
General Materials & Supplies	3,300	2,402	72.8%	3,787	77.3%	4,900
Conference & Meeting Expenses	-	25	0.0%	-	0.0%	-
Fixed Charges	4,000	3,717	92.9%	3,717	28.6%	13,000
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Institutional Support	<u>75,373</u>	<u>68,267</u>	<u>90.6%</u>	<u>65,221</u>	<u>76.8%</u>	<u>84,904</u>
<b>TOTAL OPERATIONS &amp; MAINTENANCE FUND EXPENDITURES</b>	<b>\$ 2,635,881</b>	<b>\$ 1,846,461</b>	<b>70.1%</b>	<b>\$ 1,896,057</b>	<b>66.9%</b>	<b>\$ 2,833,891</b>

Illinois Valley Community College District No. 513  
 Fiscal Year 2013 Budget to Actual Comparison  
 Ten Months Ended April 30, 2013

	Annual Budget FY2013	Actual 4/30/13	Act/Budget 83.3%	Actual 4/30/12	Act/Budget FY12	Annual Budget FY2012
<b>OPERATIONS &amp; MAINTENANCE FUND (RESTRICTED)</b>						
Local Government Sources						
Current Taxes	\$ 1,557,008	\$ 1,559,204	100.1%	\$ 1,559,284	101.4%	\$ 1,537,220
State Government Sources	12,500,000	3,301,302	26.4%	-	0.0%	-
Investment Revenue	180,000	28,069	15.6%	99,158	198.3%	50,000
Other Revenue	-	-	0.0%	-	0.0%	-
<b>TOTAL OPERATIONS &amp; MAINTENANCE FUND (RESTRICTED) REVENUES</b>	<b>14,237,008</b>	<b>4,888,575</b>	<b>34.3%</b>	<b>1,658,442</b>	<b>104.5%</b>	<b>1,587,220</b>
<b>OPERATIONS &amp; MAINTENANCE FUND (RESTRICTED)</b>						
Operations & Maintenance						
Contractual Services	-	114,625	0.0%	-	0.0%	-
Fixed Charges	-	-	0.0%	27,083	0.0%	-
Capital Outlay	14,237,008	6,366,515	44.7%	1,111,833	16.9%	6,587,220
<b>TOTAL OPERATIONS &amp; MAINTENANCE FUND (RESTRICTED) EXPENDITURES</b>	<b>14,237,008</b>	<b>6,481,140</b>	<b>45.5%</b>	<b>1,138,916</b>	<b>17.3%</b>	<b>6,587,220</b>
Other Financing Source - Bond Issuance	-	-	0.0%	(5,000,000)	0.0%	(5,000,000)
Transfer In (Out)	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -

Fiscal Year 2013 Budget to Actual Comparison

	Annual Budget FY2013	Actual 4/30/13	Act/Budget 83.3%	Actual 4/30/12	Act/Budget FY12	Annual Budget FY2012
<b>BOND &amp; INTEREST FUND</b>						
Local Government Sources						
Current Taxes	\$ 1,261,840	\$ 1,254,914	99.5%	\$ 1,243,895	98.3%	\$ 1,265,000
Investment Revenue	2,000	2,085	104.3%	10,261	205.2%	5,000
<b>TOTAL BOND &amp; INTEREST FUND REVENUES</b>	<b>1,263,840</b>	<b>1,256,999</b>	<b>99.5%</b>	<b>1,254,156</b>	<b>98.8%</b>	<b>1,270,000</b>
<b>BOND &amp; INTEREST FUND</b>						
Institutional Support						
Debt Principal Retirement	1,261,840	1,090,000	86.4%	1,265,000	100.0%	1,265,000
Interest on Bonds	-	125,965	0.0%	-	0.0%	-
Fees	500	500	100.0%	400	100.0%	400
<b>TOTAL BOND &amp; INTEREST EXPENDITURES</b>	<b>\$ 1,262,340</b>	<b>\$ 1,216,465</b>	<b>96.4%</b>	<b>\$ 1,265,400</b>	<b>100.0%</b>	<b>\$ 1,265,400</b>

Fiscal Year 2013 Budget to Actual Comparison

	Annual Budget FY2013	Actual 4/30/13	Act/Budget 83.3%	Actual 4/30/12	Act/Budget FY12	Annual Budget FY2012
<b>WORKING CASH FUND</b>						
Investment Revenue	\$ 20,000	\$ 17,383	86.9%	\$ 37,963	94.9%	\$ 40,000
<b>TOTAL WORKING CASH REVENUES</b>	<b>20,000</b>	<b>17,383</b>	<b>86.9%</b>	<b>37,963</b>	<b>94.9%</b>	<b>40,000</b>
Transfers In (Out)	\$ (120,000)	\$ -	0.0%	\$ -	0.0%	\$ (40,000)

Illinois Valley Community College District No. 513  
Fiscal Year 2013 Budget to Actual Comparison  
Ten Months Ended April 30, 2013

AUXILIARY ENTERPRISES FUND	Annual Budget FY2013	Actual 4/30/13	Act/Budget 83.3%	Actual 4/30/12	Act/Budget FY12	Annual Budget FY2012
Service Fees	\$ 2,666,700	\$ 2,317,251	86.9%	\$ 2,639,019	79.4%	\$ 3,324,756
Data Processing Rentals	-	-	0.0%	-	0.0%	-
Other Revenue	1,000	3,024	302.4%	890	0.0%	-
Investment Revenue	5,000	80	1.6%	9,516	63.4%	15,000
<b>TOTAL AUXILIARY ENTERPRISES FUND REVENUES</b>	<b>2,672,700</b>	<b>2,320,355</b>	<b>86.8%</b>	<b>2,649,425</b>	<b>79.3%</b>	<b>3,339,756</b>
<b>AUXILIARY ENTERPRISES FUND</b>						
Salaries	349,348	288,131	82.5%	464,430	80.3%	578,459
Employee Benefits	93,053	78,609	84.5%	147,977	69.4%	213,312
Contractual Services	51,035	66,788	130.9%	48,830	124.5%	39,230
Materials & Supplies	2,240,300	2,046,858	91.4%	2,296,837	95.1%	2,415,319
Conference & Meeting	21,683	20,170	93.0%	22,724	75.3%	30,196
Fixed Charges	53,400	37,942	71.1%	31,710	70.5%	45,000
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay/Depreciation	3,840	-	0.0%	4,795	82.3%	5,826
Other	103,000	1,729	1.7%	1,500	2.4%	63,000
<b>TOTAL AUXILIARY ENTERPRISES EXPENDITURES</b>	<b>2,915,659</b>	<b>2,540,227</b>	<b>87.1%</b>	<b>3,018,803</b>	<b>89.0%</b>	<b>3,390,342</b>
Transfer In (Out)	\$ (265,537)	\$ 61,364	-23.1%	\$ 61,414	99.1%	\$ 62,000

Fiscal Year 2013 Budget to Actual Comparison

RESTRICTED PURPOSES FUND	Annual Budget FY2013	Actual 4/30/13	Act/Budget 83.3%	Actual 4/30/12	Act/Budget FY12	Annual Budget FY2012
State Government Sources	\$ 468,498	\$ 243,323	51.9%	\$ 335,564	90.3%	\$ 371,408
Federal Government Sources	7,701,634	6,602,895	85.7%	7,452,803	111.0%	6,711,969
Service Fees	3,000	9,278	309.3%	6,120	0.0%	-
Other Revenue	11,000	24,809	225.5%	36,044	103.0%	35,000
<b>TOTAL RESTRICTED PURPOSES FUND REVENUES</b>	<b>8,184,132</b>	<b>6,880,305</b>	<b>84.1%</b>	<b>7,830,531</b>	<b>110.0%</b>	<b>7,118,377</b>
<b>RESTRICTED PURPOSES FUND</b>						
Instruction:						
Salaries	415,474	347,498	83.6%	369,200	103.3%	357,432
Employee Benefits	81,388	82,644	101.5%	78,813	87.3%	90,287
Contractual Services	61,654	42,579	69.1%	86,199	126.1%	68,360
Materials & Supplies	109,812	102,134	93.0%	100,092	76.7%	130,453
Conference & Meeting	73,520	33,828	46.0%	42,099	102.0%	41,279
Fixed Charges	3,000	-	0.0%	1,000	44.4%	2,250
Utilities	2,350	1,764	75.1%	1,769	61.0%	2,900
Capital Outlay	33,286	15,468	46.5%	274,151	548.3%	50,000
Other (P-16 Grant Waivers)	9,030	-	0.0%	1,670	19.2%	8,679
Total Instruction	\$ 789,514	\$ 625,915	79.3%	\$ 954,993	127.1%	\$ 751,640

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Illinois Valley Community College District No. 513  
Fiscal Year 2013 Budget to Actual Comparison  
Ten Months Ended April 30, 2013

RESTRICTED PURPOSES FUND	Annual Budget FY2013	Actual 4/30/13	Act/Budget 83.3%	Actual 4/30/12	Act/Budget FY12	Annual Budget FY2012
<b>Academic Support</b>						
Salaries	\$ -	\$ -	0.0%	312	0.0%	\$ -
Employee Benefits	-	-	0.0%	102	0.0%	-
Contractual Services	-	-	0.0%	-	0.0%	-
Materials & Supplies	-	-	0.0%	-	0.0%	-
Conference & Meeting	-	-	0.0%	-	0.0%	-
Fixed Charges	-	-	0.0%	-	0.0%	-
Other	160,000	(27,996)	-17.5%	-	0.0%	-
Total Academic Support	<u>160,000</u>	<u>(27,996)</u>	<u>0.0%</u>	<u>414</u>	<u>0.0%</u>	<u>-</u>
<b>Student Services</b>						
Salaries	199,755	153,805	77.0%	151,604	83.8%	180,825
Employee Benefits	61,214	54,415	88.9%	52,713	121.9%	43,259
Contractual Services	4,150	6,062	146.1%	6,304	157.6%	4,000
Materials & Supplies	7,100	6,538	92.1%	8,854	65.6%	13,500
Conference & Meeting	12,209	3,002	24.6%	6,332	24.8%	25,500
Fixed Charges	-	98	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Tuition Waivers (TRIO Grant)	32,000	19,600	61.3%	26,095	81.5%	32,000
Total Student Services	<u>316,428</u>	<u>243,520</u>	<u>77.0%</u>	<u>251,902</u>	<u>84.2%</u>	<u>299,084</u>
<b>Public Service</b>						
Salaries	405,046	426,093	105.2%	461,853	94.5%	488,912
Employee Benefits	82,379	89,114	108.2%	116,471	107.1%	108,782
Contractual Services	146,701	333,297	227.2%	245,420	169.0%	145,205
Materials & Supplies	81,470	112,796	138.5%	129,436	168.8%	76,683
Conference & Meeting	49,017	68,076	138.9%	94,681	187.8%	50,410
Fixed Charges	19,119	26,195	137.0%	28,043	109.0%	25,735
Utilities	5,105	4,426	86.7%	4,836	79.4%	6,088
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	200	15	7.5%	-	0.0%	178
Total Public Service	<u>789,037</u>	<u>1,060,012</u>	<u>134.3%</u>	<u>1,080,740</u>	<u>119.8%</u>	<u>901,993</u>
<b>Auxiliary Services</b>						
Salaries	-	-	0.0%	4,265	106.6%	4,000
Employee Benefits	-	-	0.0%	46	14.4%	320
Contractual Services	-	-	0.0%	-	0.0%	-
Materials & Supplies	-	5,561	0.0%	4,931	26.2%	18,844
Conference & Meeting	-	-	0.0%	94	9.4%	1,000
Other (Child Care Subsidies)	-	-	0.0%	5,921	59.2%	10,000
Total Auxiliary Services	<u>-</u>	<u>5,561</u>	<u>-</u>	<u>15,257</u>	<u>0</u>	<u>34,164</u>
<b>Operations &amp; Maintenance of Plant:</b>						
Contractual Services	-	-	0.0%	30,000	0.0%	-
Total Operations & Maintenance	<u>\$ -</u>	<u>\$ -</u>	<u>0.0%</u>	<u>\$ 30,000</u>	<u>0.0%</u>	<u>\$ -</u>



Illinois Valley Community College District No. 513  
 Fiscal Year 2013 Budget to Actual Comparison  
 Ten Months Ended April 30, 2013

	<u>Annual Budget FY2013</u>	<u>Actual 4/30/13</u>	<u>Act/Budget 83.3%</u>	<u>Actual 4/30/12</u>	<u>Act/Budget FY12</u>	<u>Annual Budget FY2012</u>
Institutional Support						
Salaries (Federal Work Study)	\$ 91,245	\$ 75,420	82.7%	\$ 98,963	131.1%	\$ 75,496
Employee Benefits	-	-	0.0%	-	0.0%	-
Contractual Services	-	-	0.0%	-	0.0%	-
Materials & Supplies	-	-	0.0%	-	0.0%	-
Conference & Meeting	-	-	0.0%	-	0.0%	-
Total Institutional Support	<u>91,245</u>	<u>75,420</u>	<u>82.7%</u>	<u>98,963</u>	<u>131.1%</u>	<u>75,496</u>
Student grants and waivers (PELL & SEOG)	<u>6,088,493</u>	<u>5,426,776</u>	<u>89.1%</u>	<u>6,080,570</u>	<u>120.1%</u>	<u>5,061,000</u>
<b>TOTAL RESTRICTED FUND EXPENDITURES</b>	<u>\$ 8,234,717</u>	<u>\$ 7,409,208</u>	<u>90.0%</u>	<u>\$ 8,482,839</u>	<u>119.1%</u>	<u>\$ 7,123,377</u>
Transfer In (Out)	<u>\$ 27,000</u>	<u>\$ 37,291</u>	<u>138.1%</u>	<u>\$ -</u>	<u>0.0%</u>	<u>\$ -</u>

Fiscal Year 2013 Budget to Actual Comparison

	<u>Annual Budget FY2013</u>	<u>Actual 4/30/13</u>	<u>Act/Budget 83.3%</u>	<u>Actual 4/30/12</u>	<u>Act/Budget FY12</u>	<u>Annual Budget FY2012</u>
<b>LIABILITY, PROTECTION, &amp; SETTLEMENT FUND</b>						
Local Government Sources	\$ 274,033	\$ 273,475	99.8%	\$ 271,063	104.9%	\$ 258,368
Investment Revenue	20,000	7,421	37.1%	27,290	54.6%	50,000
Other	-	315	0.0%	-	0.0%	-
<b>TOTAL LIABILITY, PROTECTION &amp; SETTLEMENT FUND REVENUES</b>	<u>294,033</u>	<u>281,211</u>	<u>95.6%</u>	<u>298,353</u>	<u>96.8%</u>	<u>308,368</u>

**LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES**

Operations & Maintenance of Plant						
Salaries	-	-	0.0%	28,480	0.0%	-
Employee Benefits	-	-	0.0%	5,590	0.0%	-
Contractual Services	401,500	235,696	58.7%	216,387	53.9%	401,500
Material & Supplies	100	188	188.0%	861	861.0%	100
Conference & Meeting	500	503	100.6%	480	96.0%	500
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	-	425	0.0%	747	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total for Operations & Maintenance of Plant	<u>\$ 402,100</u>	<u>\$ 236,812</u>	<u>58.9%</u>	<u>\$ 252,545</u>	<u>62.8%</u>	<u>\$ 402,100</u>

Illinois Valley Community College District No. 513  
Fiscal Year 2013 Budget to Actual Comparison  
Ten Months Ended April 30, 2013

LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES (continued)	Annual Budget FY2013	Actual 4/30/13	Act/Budget 83.3%	Actual 4/30/12	Act/Budget FY12	Annual Budget FY2012
Institutional Support						
Salaries	\$ 68,073	\$ 63,242	92.9%	\$ 58,415	85.5%	\$ 68,291
Employee Benefits	233,919	12,168	5.2%	15,326	6.0%	254,530
Contractual Services	55,000	24,064	43.8%	24,831	206.9%	12,000
Material & Supplies	2,750	2,394	87.1%	180	7.8%	2,300
Conference & Meeting	-	-	0.0%	-	0.0%	-
Fixed Charges	378,500	335,908	88.7%	392,184	100.4%	390,750
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Institutional Support	<u>738,242</u>	<u>437,776</u>	59.3%	<u>490,936</u>	67.4%	<u>727,871</u>
<b>TOTAL LIABILITY, PROTECTION, &amp; SETTLEMENT FUND EXPENDITURES</b>	<u>\$ 1,140,342</u>	<u>\$ 674,588</u>	59.2%	<u>\$ 743,481</u>	65.8%	<u>\$ 1,129,971</u>

Fiscal Year 2013 Budget to Actual Comparison

AUDIT FUND	Annual Budget FY2013	Actual 4/30/13	Act/Budget 83.3%	Actual 4/30/12	Act/Budget FY12	Annual Budget FY2012
Local Government Sources	\$ 34,500	\$ 34,267	99.3%	\$ 33,616	106.7%	\$ 31,508
Investment Revenue	-	6	0.0%	108	54.0%	200
<b>TOTAL AUDIT FUND REVENUES</b>	<u>34,500</u>	<u>34,273</u>	99.3%	<u>33,724</u>	106.4%	<u>31,708</u>
<b>AUDIT FUND</b>						
Contractual Services	<u>34,500</u>	<u>34,050</u>	98.7%	<u>32,500</u>	100.0%	<u>32,500</u>
<b>TOTAL AUDIT FUND EXPENDITURES</b>	<u>\$ 34,500</u>	<u>\$ 34,050</u>	98.7%	<u>\$ 32,500</u>	100.0%	<u>\$ 32,500</u>

**Illinois Valley Community College District No. 513  
Fiscal Year 2013 Budget to Actual Comparison  
All Funds  
Ten Months Ended April 30, 2013**

<u>Department</u>	<u>Annual Budget FY2013</u>	<u>Actual 4/30/2013</u>	<u>Act/Budget 83.3%</u>	<u>Explanation</u>
President	\$ 301,234	\$ 252,543	83.8%	
Board of Trustees	21,000	13,797	65.7%	
Community Relations	332,604	244,474	73.5%	
Development Office	-	25,328	0.0%	
Continuing Education	1,098,209	931,314	84.8%	
Facilities	16,797,516	8,408,763	50.1%	
Information Technologies	1,923,871	1,407,012	73.1%	
Academic Affairs	227,778	202,929	89.1%	
Academic Affairs (AVPCE)	905,283	543,502	60.0%	
Adult Education	516,636	433,413	83.9%	
Dislocated Workers Center	597,452	862,241	144.3%	Additional funding
Learning Technologies	607,529	514,173	84.6%	
Career & Tech Education Division	1,761,722	1,585,961	90.0%	
Natural Science & Business Division	2,107,206	1,809,217	85.9%	
Humanities & Fine Arts/Social Science Division	2,168,613	1,780,101	82.1%	
Health Professions Division	1,939,030	1,650,900	85.1%	
English, Mathematics, Education Division	2,421,081	2,117,860	87.5%	
Admissions & Records	360,857	307,540	85.2%	
Student Development	639,502	497,879	77.9%	
Student Services	128,371	110,767	86.3%	
Financial Aid	6,520,976	5,780,551	88.6%	
Athletics	241,247	225,946	93.7%	
TRIO (Student Success Grant)	300,652	243,519	81.0%	
Safety Service	400,000	232,954	58.2%	
Business Services/General Institution	2,174,356	2,101,759	96.7%	Bond Payment
Risk Management	740,342	441,636	59.7%	
Tuition Waivers	631,095	453,844	71.9%	
Purchasing	108,502	89,593	82.6%	
Human Resources	121,403	93,647	77.1%	
Bookstore	2,501,943	2,162,100	86.4%	
Shipping & Receiving	75,373	68,267	90.6%	
Copy Center	134,321	94,306	70.2%	
<b>Total FY13 Expenditures</b>	<u>\$ 48,805,704</u>	<u>\$ 35,687,836</u>	73.1%	

**Illinois Valley Community College**  
**Statement of Cash Flows**  
**for the Month ended April 30, 2013**

	EDUCATION	OP/MAINT	OP / MAINT. RESTRICTED	BOND & INTEREST	AUXILIARY	RESTRICTED	WORKING CASH	AUDIT	LIAB, PROT, & SETTLEMENT	TOTAL
Balance on Hand	\$ 2,583,710.12	\$ 500,182.29	\$ 562,414.96	\$ 354,904.14	\$ 336,379.76	\$ (704,214.48)	\$ 322,919.67	\$ 12,798.60	\$ 449,391.57	\$ 4,418,486.63
Total Receipts	2,266,651.65	20,429.90	867.02	-	29,947.44	199,146.55	-	-	76.60	2,517,119.16
Total Cash	4,850,361.77	520,612.19	563,281.98	354,904.14	366,327.20	(505,067.93)	322,919.67	12,798.60	449,468.17	6,935,605.79
Due To/From Accts	(1,004,900.75)	(68.50)	-	-	1,014,229.43	(9,258.86)	-	-	(1.32)	0.00
Transfers/Bank CDs	-	-	-	-	-	-	-	-	-	-
Expenditures	(1,715,431.05)	(154,102.01)	(15,028.90)	-	(101,223.00)	(154,512.49)	-	-	(34,452.25)	(2,174,749.70)
ACCOUNT BALANCE	2,130,029.97	366,441.68	548,253.08	354,904.14	1,279,333.63	(668,839.28)	322,919.67	12,798.60	415,014.60	4,760,856.09
Deposits in Transit	(40,899.92)									(40,899.92)
Outstanding Checks	129,403.10									129,403.10
<b>BANK BALANCE</b>	<b>2,218,533.15</b>	<b>366,441.68</b>	<b>548,253.08</b>	<b>354,904.14</b>	<b>1,279,333.63</b>	<b>(668,839.28)</b>	<b>322,919.67</b>	<b>12,798.60</b>	<b>415,014.60</b>	<b>4,849,359.27</b>
Certificates of Deposit	400,000.00	500,000.00	1,000,000.00	500,000.00	1,200,000.00	-	4,350,000.00	-	3,800,000.00	11,750,000.00
Illinois Funds	1,327,611.51	1,410,702.17	1,566,377.05			218,140.75				4,522,831.48
CDB Trust Fund CTC			4,150,432.01							4,150,432.01
Bldg Reserve-ILLFund			1,082,840.33							1,082,840.33
<b>Total Investment</b>	<b>\$ 1,727,611.51</b>	<b>\$ 1,910,702.17</b>	<b>\$ 7,799,649.39</b>	<b>\$ 500,000.00</b>	<b>\$ 1,200,000.00</b>	<b>\$ 218,140.75</b>	<b>\$ 4,350,000.00</b>	<b>\$ -</b>	<b>\$ 3,800,000.00</b>	<b>\$ 21,506,103.82</b>

LaSalle State Bank	\$ 174,110.44
Centrue Bank	<u>4,675,248.83</u>
	<u>\$ 4,849,359.27</u>

Respectfully submitted,

*Cheryl Roelfsema*

Cheryl Roelfsema  
Vice President for Business Services & Finance/Treasurer

ILLINOIS VALLEY COMMUNITY COLLEGE  
 INVESTMENT STATUS REPORT  
 April 30, 2013

<u>DUE</u>	<u>Education</u>	<u>Oper &amp; Maint</u>	<u>O&amp;M Restricted</u>	<u>Bond &amp; Int</u>	<u>Auxiliary</u>	<u>Working Cash</u>	<u>Liability Protection &amp; Settlement</u>	<u>Total</u>	<u>Bank</u>	<u>Rate %</u>	<u>APY %</u>	<u>Certificate Number</u>
6/6/2013		300,000			1,200,000			1,500,000	FSB	0.75%	0.75%	1013923309
8/8/2013							2,000,000	2,000,000	FSB	0.70%	0.70%	1014179832
9/19/2013	100,000	100,000	300,000			500,000		1,000,000	FSB	0.75%	0.75%	1014349142
10/10/2013	300,000	100,000	200,000			200,000	200,000	1,000,000	FSB	0.80%	0.80%	1014434018
11/7/2013						150,000		150,000	MB	1.00%	1.00%	915192
11/29/2013						1,500,000		1,500,000	FSB	0.80%	0.80%	1014620792
12/12/2013			500,000				1,000,000	1,500,000	FSB	0.85%	0.85%	1014668663
12/19/2013				500,000		1,000,000	500,000	2,000,000	FSB	0.85%	0.85%	1014703493
3/20/2014						1,000,000		1,000,000	FSB	0.70%	0.70%	1015080074
4/22/2014							100,000	100,000	MB	0.45%	0.45%	914161
<b>Total CD</b>	<b>400,000</b>	<b>500,000</b>	<b>1,000,000</b>	<b>500,000</b>	<b>1,200,000</b>	<b>4,350,000</b>	<b>3,800,000</b>	<b>11,750,000</b>				

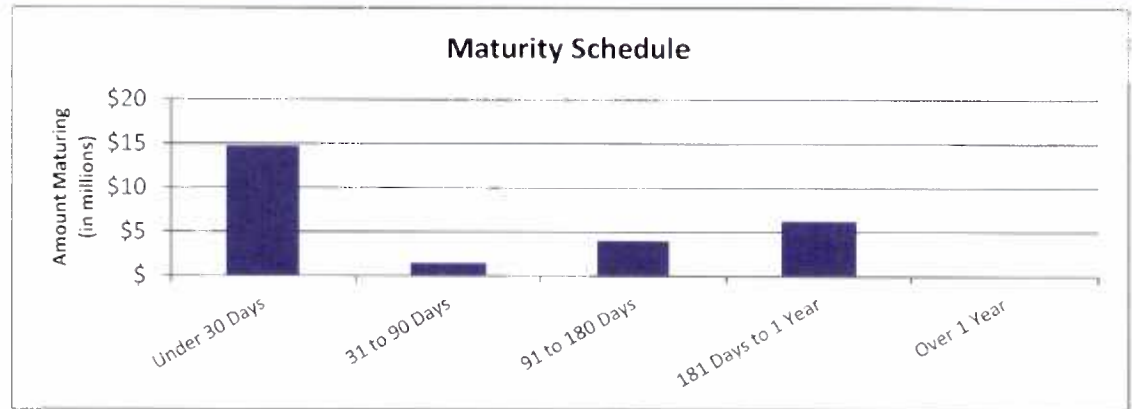
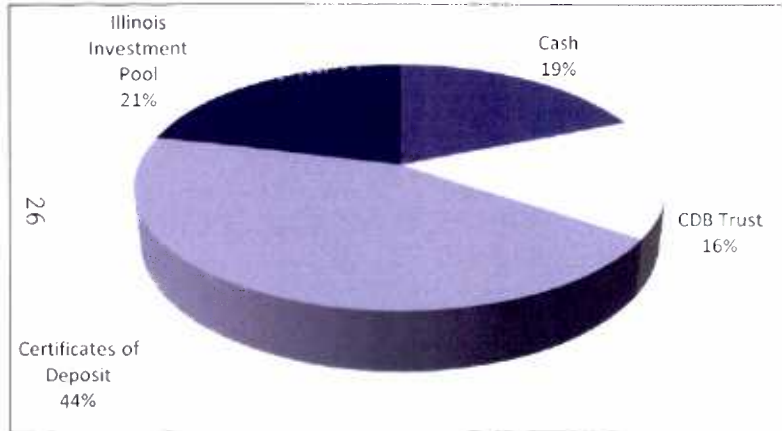
CB	Centrue Bank	LSB	LaSalle State Bank
CBNA	Commerce Bank, NA	MB	Marseilles Bank
HBT	Heartland Bank and Trust	MSB	Midland State Bank
FSB	First State Bank of Mendota	NCB	North Central Bank - Ladd
HNB	Hometown National Bank	PFS	Peru Federal Savings

\*\* Current IL Funds interest rate: 0.13%

**Illinois Valley Community College District No. 513  
Investment Status Report  
All Funds  
April 30, 2013**

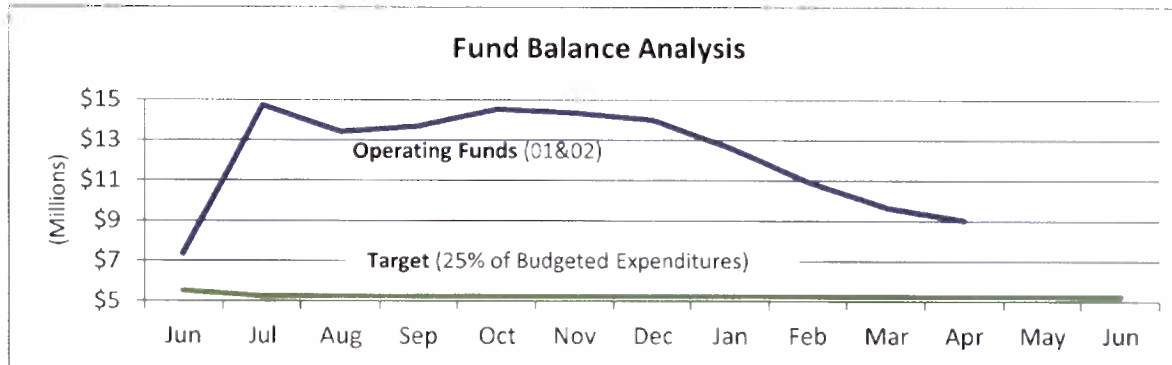
Instrument	Current Portfolio Distribution	Current Portfolio	Weighted Average Yield
Cash	18.7%	\$ 4,957,261	0.34%
CDB Trust	15.7%	4,150,432	0.25%
Certificates of Deposit	44.4%	11,750,000	0.78%
Illinois Investment Pool	21.2%	5,605,672	0.49%
<b>Total</b>	<b>100.0%</b>	<b>\$ 26,463,365</b>	<b>0.55%</b>

Institution	Illinois Investment Pool	Certificates of Deposit	Cash & Trusts	Total	Current Distribution
IL Funds (US Bank)	\$ 5,605,672			\$ 5,605,672	21%
Centrue Bank			4,589,347	4,589,347	17%
First State Bank		11,500,000		11,500,000	43%
LaSalle State Bank			174,110	174,110	1%
Marseilles Bank		250,000		250,000	1%
North Central Bank				-	0%
Heartland Bank			4,344,236	4,344,236	16%
Peru Federal Savings				-	0%
<b>Total</b>	<b>\$ 5,605,672</b>	<b>\$ 11,750,000</b>	<b>\$ 9,107,693</b>	<b>\$ 26,463,365</b>	<b>100%</b>



**Weighted Average Maturity of CD's**

173 Days



ck

**\$5,000 and Over Check Register**  
**04/01/13 - 04/30/13**

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
705209	04/04/13	0001369	Ameren Illinois	\$ 23,221.39	Electricity (02/11/13-03/12/13), Gas (02/12/13-03/13/13)
705227	04/04/13	0000001	Illinois Valley Community College	5,000.00	Book Rental Refunds
705383	04/11/13	0108916	CCIC	286,520.51	Health Insurance (April)
705381	04/11/13	0128254	Cargill Inc. Salt Division	6,295.87	De-icer Salt
705443	04/11/13	0180447	Prudential Insurance Company	6,564.45	Life & Disability Insurance (April)
705466	04/11/13	0066555	United States Postal Service	6,000.00	Reimburse Postage Meter
705506	04/12/13	0000001	Illinois Valley Community College	95,070.67	Federal & State Payroll Taxes (04/11/13)
705513	04/12/13	0082897	SURS	50,079.73	Payroll (04/11/13)
705551	04/18/13	0190646	CNE Gas Division, LLC	12,991.84	Natural Gas (03/01/13-03/31/13)
705624	04/18/13	0000001	Illinois Valley Community College	394,076.50	MAP Funds
705630	04/25/13	0081443	American Express	53,842.23	CDW Government, Inc. , Cengage Learning Inc., Elsevier, Inc., Elsevier Science, McGraw Hill Publishing, Pearson Education, Inc.
705635	04/25/13	0126547	Basalay, Cary, & Alstadt Architects	15,028.90	Building "C" Boiler Upgrades*, Door Hardware/Key Upgrade*, Exterior Egress Concrete *
705652	04/25/13	0155694	Condensed Curriculum International	13,786.20	Pharmacy Technician and Medical Assistant Continuing Education Workshops
705670	04/25/13	0181795	G4S Secure Solutions (USA) Inc.	25,057.80	Security Services (March)
705679	04/25/13	0041932	IVCC Tuition	9,024.29	Tuition (Veteran's Rehabilitation and DWC)
705771	04/25/13	0000001	Illinois Valley Community College	93,610.90	Federal & State Payroll Taxes (04/25/13)
705777	04/25/13	0082897	SURS	49,801.17	Payroll (04/25/13)
ACH	04/26/13		VALIC Retirement Services	13,530.81	403(b) & 457(b)Payroll (04/25/13)
ACH	04/29/13		VALIC Retirement Services	14,068.31	403(b) & 457(b)Payroll (04/11/13)

**\$ 1,173,571.57**

\*Protection, Health, & Safety (PHS) Projects

Stipends For Pay Period 04/06/13

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Ault, Richard L	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Baker, Kathryn June	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$75.00	061320152751900			
Balzarini, Doreen J	Beginning Word Computer Basics	03/04/13	03/21/13	04/06/13	ST	\$630.00	064410335051320	CEX-4018-403	Beginning Word 2007	
Balzarini, Doreen J	Mileage Reimbursement	03/04/13	03/21/13	04/06/13	ML	\$169.50	064410335055212			
Balzarini, Doreen J	Which Tablet Meets Your Needs	03/04/13	03/04/13	04/06/13	ST	\$105.00	014110394151320	CEX-1205-303	Which Tablet Meets Your Needs	
Batson-Turner, Jean	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Bergsieker, David F	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Beyer, Jason Adam	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Bhattacharya, Abhijeet	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Bias, Timothy John	Created Exams	04/01/13	04/06/13	04/06/13	ST	\$400.00	011320410051340			
Black, Mary A	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Black, Wesley Taylor	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Blaydes, Christine Ann	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Brady-Crite, Stephanie Jean	ENG 0900 Meeting	03/28/13	03/28/13	03/28/13	ST	\$25.00	011520910051900			
Brolley, Vincent Depaul	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Brown, Mark Sheffield	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Bruch, Anna Marie Faletti	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Bubb, Jennifer Lee	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Caley Opsal, Susan Mary	Girls STEM Tea Event	03/23/13	04/06/13	04/06/13	ST	\$150.00	061320152751900			
Carey, Lauri L	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Cinotte, Lori Maret	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Cook Fesperman, Amanda Paulin	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Dellatori, Beth Ann	ENG 0900 Meeting	03/28/13	03/28/13	04/06/13	ST	\$25.00	011520910051900			
Donna, Rebecca S	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Elias, Gina Rae	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			

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Stipends For Pay Period 04/06/13

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Elias, Gina Rae	S/CSN-2222-01	03/18/13	04/06/13	04/06/13	OV	\$428.80	011320410051340	CSN-2222-01	Computer Networking Internship	
Engstrom, Norman Bruce	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Fesperman, Jeffrey Norris	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Forst, Jean	ENG 0900 Meeting	03/28/13	03/28/13	04/06/13	ST	\$25.00	011520910051900			
Foster, Christine M	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Francisco, Marjorie Lynn	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Freed, Timothy Daniel	Ultimate Chocolate / Classic	03/18/13	04/01/13	04/06/13	ST	\$310.00	014110394151320	HLR-3607-303	Ultimate Chocolate	
Gibbs, Kathryn Ann	ENG 0900 Meeting	03/28/13	03/28/13	04/06/13	ST	\$25.00	011520910051900			
Gibson, James A	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Hamilton, Nora Beth	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Hanley, Linda Cheryl	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Hardy, Tina L.	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$150.00	061320152751900			
Hartford, Carmen Nichole	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Haynes, Tricia Lynn	ENG 0900 Meeting	03/28/13	03/28/13	04/06/13	ST	\$25.00	011520910051900			
Hobneck, Cheryl I	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Hodgson, Laura Ann	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Hogue, Julie Ann	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Jagasia, Koshu	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Jenrich, Chuck	Skill Block Training Zip Pak	03/26/13	03/28/13	04/06/13	ST	\$2,000.00	014210331051320			
Johll, Matthew E.	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Johnson, Laura Elizabeth	Hot Glass Experience II	03/30/13	03/30/13	04/06/13	RE	\$160.00	014110394151320	HLR-2751-403	Hot Glass Experience II	
Johnson, LeeAnn	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Killian, Melissa J.	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
King, Keith Robert	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Klopcc, Elizabeth Ann	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			

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Stipends For Pay Period 04/06/13

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Koudelka, Arthur Edward	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Krancic, Carol Ann	ENG 0900 Meeting	03/28/13	03/28/13	04/06/13	ST	\$25.00	011520910051900			
Kuester, David A	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Landgraf, Tammy Lynn	Sub for Diane Christianson	03/25/13	03/27/13	04/06/13	ST	\$115.33	011220910051320			ECE 1027 01 03/26/13, 03/27/13
Lange, Marilyn Lee	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$150.00	061320152751900			
Lange, Shane Wilson	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Leadingham, Paul	Second 8 Weeks Overload	03/18/13	04/06/13	04/06/13	OV	\$4,288.00	011320410051340	WLD-1200-22	Stick, Plate, Flat Arc Welding	
Lockwood, Kirk D	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Mahoney, James Joseph	WLD Series 321 / Multi Preps	03/18/13	05/08/13	05/18/13	RE	\$1,998.75	011320410051320			
Mammano, Pamela M	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Mangold, Richard F	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Mattson, Robert Carl	Travel Reimbursement	03/21/13	03/22/13	04/06/13	ML	\$694.12	018710585055211			
Mika, Judyann	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$150.00	061320152751900			
Monterastelli, Cherie A	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Moskalewicz, James P	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Nett, Steve A	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Nink, Tina M	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Oldaker, Adam Gregory	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Olesen, Jared Jeffrey	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Opsal, James Allen	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$150.00	061320152751900			
Panizzi, Gerald W	LC Driver Improvement #863	03/23/13	03/23/13	04/06/13	RE	\$187.50	014110394251320	CDV-6000-02	LaSalle Co Driver Improvement	
Paul, Kristine	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$150.00	061320152751900			
Pecherek, Michael John	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Pence, Patricia Lynn	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Perez, Dorene Marie	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			

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Stipends For Pay Period 04/06/13

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Perez, Dorene Marie	Girls STEM Tea Event	03/23/13	03/23/13	04/06/13	ST	\$150.00	061320152751900			
Phillips, Michael Alan	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Pietrolonardo, Anna Marie	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Prine, Renee Marie	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Pumo, Deborah J	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Radek, Kimberly M	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Rambo, Randy R	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Reese, Robert C	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Ruda, Anthony J	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Sack, Jane E	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Sankovich, Michael W	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Sarsah, Dominic K	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Savola, Jennifer L	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Schomas, Jane Elizabeth	Dance Classes for Spring 2013	02/05/13	03/21/13	04/06/13	RE	\$1,080.00	014110394151320	HLR-5108-402	Wedding Reception Survival	
Schroeder, Eric Steven	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Schultz, Cynthia L	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Schuster, Janice B	Food Service Sanitation Refresher	03/25/13	03/28/13	04/06/13	RE	\$250.00	014110394151320	CEU-1501-03	Food Sanitation Recertification	
Serafini, Richard Joseph	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Sherbeyn, Julie A	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Skoffanc, Francie A	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Smith, Sara E	Applied Food Service	03/18/13	04/04/13	04/06/13	ST	\$828.00	014110394151320	FSS-1200-631	Applied Food Service Sanitation	
Spanbauer, Jeffrey A	Mileage Reimbursement	03/04/13	03/29/13	04/06/13	ML	\$81.36	011120650055210			
Swett, Steven A	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	RE	\$150.00	061320152751900			
Thomas, Linda Ann	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Tunnell, Thomas D	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			

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Stipends For Pay Period 04/06/13

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Urban-Bollis, Jill L.	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Villarreal, Nora Lynn	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Whiteaker, Samantha D.	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Yong, Promise K.	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Zeilman, Karen Elaine	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$50.00	061320152751900			
Zellmer, Donald G.	Career Expo Spring 2013	03/08/13	03/08/13	04/06/13	ST	\$150.00	061320152751900			
Zellmer, Donald G.	Spring Show Choir Coordinator	03/18/13	03/18/13	04/06/13	ST	\$750.00	011120650051900			
Zellmer, Donald G.	Stage/Choreographer Spring Play	03/18/13	03/18/13	04/06/13	ST	\$500.00	013620620151900			
TOTAL						20,201.36				

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*Cheryl Roelfsema*

Cheryl Roelfsema  
Vice President of Business Services and Finance

*Jerry Corcoran 4/18/13*

Dr. Jerry Corcoran  
President

\*Earntypes  
RE=Regular, TF=Taxable Reimbursements, ST/SG=Stipend, ES=SURS Exempt Stipend, OV=Overload, VA=Vacation Payout, MI= Commuting Mileage  
MI=Miscellaneous, SS=Summer School

### Stipends For Pay Period 04/20/13

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Balzarini, Doreen J	Computer Basics	04/08/13	04/11/13	04/20/13	ST	\$210.00	64410335051320	CEX-4408-404	Computer Basics	
Batson-Turner, Jean	Self Esteem Basics for Women	04/13/13	04/13/13	04/20/13	ST	\$120.00	14110394151320	HLR-6610-604	Self Esteem Basics for Women	
Battaglia, Toni-Lynn	Vacation Payout	04/07/13	04/20/13	04/20/13	VA	\$826.64	18810595051210			
Brady-Crite, Stephanie Jean	ENG 0900 Meeting	03/28/13	03/28/13	04/20/13	ST	\$25.00	11520910051900			
Freed, Timothy Daniel	Savory Sauces II	04/15/13	04/15/13	04/20/13	RE	\$140.00	14110394151320	HLR-3920-304	Savory Sauces II	
Heredia, Hugo	Career Expo Spring 2013	03/08/13	03/08/13	04/20/13	RE	\$150.00	61320152751900			
Jenrich, Chuck	Skill Block /Pneumatics	04/04/13	04/04/13	04/20/13	ST	\$1,125.00	14210331051320			
Johnson, Laura Elizabeth	Hot Glass Experience II	04/13/13	04/13/13	04/20/13	RE	\$40.00	14110394151320	HLR-2751-404	Hot Glass Experience II	
Koehler, Richard A	LC GDL Program #864	04/06/13	04/06/13	04/20/13	RE	\$187.50	14110394251320	CDV-6000-02	LaSalle Co Driver Improvement	
Koehler, Richard A	LC Drivers Improvement #865	04/10/13	04/10/13	04/20/13	RE	\$150.00	14110394251320	CDV-6000-02	LaSalle Co Driver Improvement	
Koehler, Richard A	BP Driver Improvement # 177	04/13/13	04/13/13	04/20/13	RE	\$150.00	14110394351320	CDV-7000-02	Bureau Co. Driver Improvement	
Linker-lafrenz, Cathleen M	Homestead Conference	04/06/13	04/06/13	04/20/13	RE	\$270.00	14110394151320	HLR-5527-04	Homesteading Conference	
Moore, Bernard A	ACT Test Prep	04/13/13	04/13/13	04/20/13	RE	\$170.00	14110394351320	YOU-3501-04	ACT Test Preparation	
Nelson, Catherine Lee	ACT Test Prep	04/06/13	04/06/13	04/20/13	ST	\$160.00	14110394151320	YOU-3501-04	ACT Test Preparation	
Niemann-Boehle, Deborah M	Homestead Conference	04/06/13	04/06/13	04/20/13	RE	\$270.00	14110394151320	HLR-5527-04	Homesteading Conference	
Perez, Robert G	Appealing Your Property Taxes	04/13/13	04/13/13	04/20/13	RE	\$75.00	14110394151320	CDV-5014-604	Appealing Your Property Taxes	
Schroeder, Dixie Lea	Basic Digital Photography	03/21/13	04/04/13	04/20/13	RE	\$225.00	14110394151320	HLR-2501-303	Basic Digital Photography	
Sobin, Betsy Lynn	Subbed for RED 0900 01	04/01/13	04/05/13	04/20/13	RE	\$57.66	11520910051320			04/01/13, 04/05/13
Stacy, Stephanie	Landscape Design/Perennials	03/07/13	04/11/13	04/20/13	RE	\$225.00	14110394151320	HLR-5222-633	Landscape Design: Hands on Basics	
Thompson, Jason	Native Skills I	04/13/13	04/13/13	04/20/13	RE	\$125.00	14110394151320			
Towne, Brian J	Career Expo Spring 2013	03/08/13	03/08/13	04/20/13	RE	\$150.00	61320152751900			
Wasmer, Susan Marie	ALH 1250 300 1 hr	01/14/13	05/18/13	05/18/13	ST	\$640.00	11420730051320			
TOTAL						\$5,491.80				

*Cheryl Roelfsema*

Cheryl Roelfsema  
Vice President of Business Services and Finance

*Jerry Corcoran 5/7/13*

Dr. Jerry Corcoran  
President

\*Earn types

RE=Regular, TF=Taxable Reimbursements, ST/SG=Stipend, ES=SURS Exempt  
Stipend, OV=Overload, VA=Vacation Payout, ML= Commuting Mileage  
MI=Miscellaneous, SS=Summer School

**Bid Request – TESA Micro-Hite 3D Coordinate Measuring Machine**

The administration would like to seek bids for a TESA Micro-Hite 3D with TESASTAR and Fine Adjust coordinate measuring machine plus appropriate accessories. This machine will be used by students enrolled in Manufacturing and CNC programs.

The estimated cost of this equipment is \$25,000 and will be paid for with funds from the Department of Labor - iNAM (Illinois Network for Advanced Manufacturing) Grant.

**Recommendation:**

**The administration recommends Board approval to request bids for a TESA Micro-Hite 3D coordinate measuring machine and appropriate accessories at an estimated cost of \$25,000.**

**Bid Results – Exmark Lazer X Mower**

Bids for an Exmark Lazer X Mower, with a trade-in of one (1) 2009 Exmark Mower currently owned by the College, were received and publicly opened on April 24, 2013. A summary of the bids received is listed below.

Bidder	Exmark Lazer X Mower – Model: LZX980KC606	Light Kit (Installed)	Total Price (Before Trade In)	Trade In	Total Net Cost to College (Total Less Trade In)
Martin Brothers Roanoke, IL	\$13,199	\$270	\$13,469	\$5,500	\$7,969
<b>Smith’s Sales &amp; Service Peru, IL</b>	\$10,559	\$219	\$10,778	\$3,500	<b>\$7,278</b>

**Recommendation:**

**The administration recommends Board approval to accept the bid from Smith’s Sales and Service, in the amount of \$7,278, as the lowest, most responsible bid for an Exmark Lazer X Mower.**

**Consortia Purchases**

The administration would like to purchase the following equipment from Interline Brands, Inc., d/b/a AmSan, Peoria, Illinois, at an estimated cost of \$43,600, through the Illinois Public Higher Education Cooperative (IPHEC).

Item	Cost	Quantity	Total Cost
Windsor Chariot 2 iVac ATV high performance, multi-surface, stand-on vacuum for hard and soft floors w/AGM batteries and on board charger (WIN9.840-933.0)	\$7,379.71	1	\$7,379.71
Windsor Chariot 3 iScrub 26 stand-on scrubber w/225 AH batteries, pad driver, and on board charger (WIN9.841-146.0)	\$9,240.00	1	\$9,240.00
Windsor Chariot iExtract stand-on carpet extractor 24"/25gal. W/225 AH batteries auto charger (WIN9.840-381.0)	\$12,320.58	1	\$12,320.58
Tennant Battery Floor Burnisher, 20", 2000 rpm, self-propelled, w/ dust control (TEN2550)	\$5,600.00	1	\$5,600.00
Tennant T1 Walk-Behind Micro Scrubber, 15" cylindrical brush, cord electric - for grouted floors and congested areas (TEN9004191)	\$2,245.18	2	\$4,490.36
ProTeam Super Coach Pro 10 Backpack Vac w/Xover floor tool kit (PTE107303)	\$361.50	2	\$723.00
Renown Floor Machine, 20", 175 rpm w/pad driver (REN08002-VP)	\$562.00	1	\$562.00
Unger HiFlo nLite Waterfed Pole Cleaning Kit -for outdoor window and building cleaning (UNGNLKU6)	\$2,213.00	1	\$2,213.00
Unger DI Filtration System for Waterfed Pole Cleaning system (UNGDC225)	\$957.00	1	\$957.00

This equipment will be used throughout campus and will streamline the cleaning processes as IVCC prepares for occupancy of the Community Technology Center.

This equipment will be purchased using funds from the FY13 budget.

**Recommendation:**

**The administration recommends Board approval to purchase janitorial equipment from Interline Brands, Inc., d/b/a AmSan, Peoria, Illinois, at an estimated cost of \$43,600, through the Illinois Public Higher Education Cooperative (IPHEC).**



**Proposal Results –Beverage Service**

The administration issued a request for proposals for Beverage Services. The current three-year agreement between the College and Pepsi Beverages Company expired on May 5, 2013. A summary of the proposals received is attached.

**Recommendation:**

**The administration recommends the Board accept Pepsi Beverages Company's proposal for beverage services for a term of three years.**

Calendar Year 2012 Sales: 2311 cases  
Last 3 years - price per bottle of soda = \$1.25

Coke, Pepsi, and Dr. Pepper Snapple Group require exclusivity with the food service vendor.

### **Pepsi**

- No minimum order for sponsorship funding
- \$7,500 sponsorship funding
- Commissions range from 35 percent for bottles of soda and drinking water (which constitutes 90 percent of sales) to 20 percent for 12 oz cans of soda
- Vending prices reasonable for students with increase in year 3 (example \$1.25 for bottle of soda in years 1 and 2, \$1.50 in year 3)

### **Coke**

- No minimum order for sponsorship funding
- \$10,000 sponsorship funding
- Commissions are 25 percent for all products
- Vending prices reasonable for students (example \$1.25 for bottle of soda)

### **Dr Pepper Snapple Group**

- No minimum order for sponsorship funding
- \$2,000 sponsorship funding
- Commissions are 35 percent for bottles of soda and drinking water, AllSport is 25 percent (which constitutes 90 percent of sales) All other products are 25 percent
- \$2 per case for sponsorship funding (guaranteed)
- 50 cases of Deja Blue water for special events
- Vending prices reasonable for students (example \$1.25 for bottle of soda)

### **Tri-City Vending**

Option 1

- No minimum order for sponsorship funding
- \$1,000 scholarship funding
- Commissions are 15 percent for all products
- Vending prices reasonable for students (example \$1.25 for bottle of soda)

### **Tri-City Vending**

Option 2

- No minimum order for sponsorship funding
- \$1,000 scholarship funding
- Commissions are 25 percent for all products
- Vending prices higher for students (example \$1.25 for bottle of soda)

**Bid Results – Asphalt Pavement Improvements to the Roadway near Buildings C and G**

Bids for Asphalt Pavement Improvements to the roadway near Buildings C and G were received and publicly opened on April 29, 2013.

Len Trovero Construction, LaSalle, Illinois, submitted the lowest bid and met all bidding requirements and specifications. A summary of bids received is listed below.

<b>Len Trovero Construction LaSalle, IL</b>	<b>\$40,225</b>
Asphalt Restoration Systems Spring Valley, IL	\$47,333
Universal Asphalt & Excavating, Inc. LaSalle, IL	\$47,797

**Recommendation:**

**The administration recommends Board approval to accept the base bid from Len Trovero Construction, LaSalle, Illinois, in the amount of \$40,225, for the Asphalt Pavement Improvements to the roadway near Buildings C and G.**

**Bid Results – Protection, Health, and Safety (PHS) Projects**

Bids were received and opened on May 2, 2013 for the following PHS Projects:

- ICCB Project # 513-T-2199-1012 – Facility Door Hardware/Keying Upgrades
- ICCB Project # 513-T-2200-1012 – Exterior Egress Concrete Replacement

Vanguard Contractors, Inc., Pekin, IL, submitted the lowest bid and met all bidding requirements and specifications. Attached are a letter of recommendation from Basalay, Cary & Alstadt Architects and the summary of bids received.

**Recommendation:**

**The administration recommends Board approval to accept the base bid from Vanguard Contractors, Inc., Pekin, IL, in the amount of \$393,700, for the PHS Projects for Facility Door Hardware/Keying Upgrades and Exterior Egress Concrete Replacement.**



May 3, 2013

Michelle Carboni, Director of Purchasing  
Illinois Valley Community College  
815 N. Orlando Smith Road  
Oglesby, IL 61348

RE: 2013 Protection, Health & Safety Projects  
ICCB No. 513-T-2199-1012 & ICCB No. 513-T-2200-1012  
BC&A Project No. 1247 A & C

Dear Ms. Carboni:

Bids were received on May 2, 2013 for the above referenced project. Three bids were received, with Vanguard Contractors, Inc. (VCI) being the apparent low bidder with a base bid of \$393,700.00. The bid from VCI acknowledged receipt of the addendum, included the IVCC Certification form, included the required bid bond and was based upon the plans and specifications. No exceptions/voluntary alternates were listed. Mandatory site visit requirements were met.

VCI's bid falls well within IVCC's budget for the work. College funds available for construction equal \$395,100.00 (without contingency) for the facility door hardware/keying portion of the work and \$115,955.00 (without contingency) for exterior egress concrete replacement. VCI's cost for each portion of the work is \$298,600.00 and \$95,100.00 respectively. As you can see, the total VCI bid is considerably lower than IVCC's budget. Immediately after the bid opening, BC&A asked VCI to go back and review their numbers to determine if something was inadvertently left out of their price. Upon completion of their review, they reported no omissions. VCI contributed their fair price to the current struggling economy, their dire need for work and their familiarity with the IVCC campus.

Based upon this information, we see no reason not to accept VCI's bid of \$393,700.00. A bid tabulation summarizing all of the bids for the project is attached for further review. If you have any questions regarding the bids, please do not hesitate to call.

Sincerely,

A handwritten signature in black ink that reads 'Kurt Rimmele'. The signature is fluid and cursive, with a large initial 'K' and 'R'.

Kurt Rimmele

Cc: Gary Johnson, IVCC Director of Facilities  
BC&A File



620 West Lafayette Street • Ottawa, IL 61350

Phone (815) 434-0108 • Fax (815) 434-1603

**BID TABULATION SHEET**

**PROJECT NAME:** 2013 PROTECTION, HEALTH & SAFETY PROJECTS  
 ILLINOIS VALLEY COMMUNITY COLLEGE  
 DISTRICT NO. 513  
 OGLESBY, IL 61348  
 BC&A PROJECT NO. 1247AC

**BIDS DUE:** MAY 2, 2013 @ 2:00 P.M.

Bidder	Base Bid	Voluntary Alternate Bid(s)	Bid Security	Addenda No. 1	Certif. Form	Mandatory Site Visit	Remarks
DJ Sickley Construction 3650 2975th Road Peru, IL 61354	\$448,211.00	-	10%	X	X	X	-
Vanguard Contractors 15 S. Capitol St. Pekin, IL 61554	\$393,700.00	-	10%	X	X	X	-
Vissering Construction 175 Benchmark Industrial Streator, IL 61364	\$397,500.00	-	10%	X	X	X	-

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**RECOMMENDED FOR STAFF APPOINTMENT**  
**2012-2013**

GENERAL INFORMATION:

POSITION TO BE FILLED: Programmer/Analyst

NUMBER OF APPLICANTS: 7

NUMBER OF APPLICANTS INTERVIEWED: 4

APPLICANTS INTERVIEWED BY:

Mr. Barnes, Mr. Champlin, Ms. Curley, Ms. Foockle

APPLICANT RECOMMENDED:

Diane M. Lane

EDUCATIONAL PREPARATION:

Illinois State University, Normal, IL – B.S. in Applied Computer Science  
Illinois Valley Community College, Oglesby, IL – A.A.

EXPERIENCE:

Double D Warehouse, Peru, IL – Account Manager  
St. Margaret's Hospital, Spring Valley, IL – Medical Records Specialist  
State Farm Insurance Companies, Bloomington, IL – Systems Analyst

NOTE: THIS CANDIDATE IS BEING RECOMMENDED FOR EMPLOYMENT FOR THE FOLLOWING REASONS:

1. Experience as a Programmer (10 years) and Project Leader (5 years)
2. Demonstrated good knowledge of SQL during query task
3. Knowledge of a wide variety of languages and tools
4. Extensive experience in writing program documentation

RECOMMENDED SALARY: \$42,000 annualized

Ms. Glenna Jones, SPHR  
Director of Human Resources

Toni-Lynn Battaglia  
1517 Water Street  
Peru, IL 61354

April 16, 2013

Glenna S. Jones, SPHR  
Director of Human Resources  
Illinois Valley Community College  
815 N. Orlando Smith Road  
Oglesby, IL 61348

Dear Glenna Jones:

I hereby resign from my position as Programmer effective April 16, 2013.

Sincerely,

Toni-Lynn Battaglia

RECEIVED

APR 16 2013

HULL

JOES



Todd Stash  
18 Lehigh  
Oglesby, IL, 61348  
773-426-8251  
[Todd.stash@gmail.com](mailto:Todd.stash@gmail.com)

04/29/2013

Emily Vescogni  
Director of Learning Technologies  
Illinois Valley Community College  
815 Orlando Smith Road  
Oglesby IL 61348

Dear Ms. Vescogni:

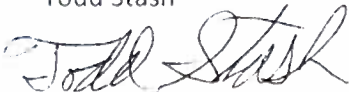
I would like to inform you that I am resigning from my position as Help Desk Specialist at Illinois Valley Community College, last working day May 10<sup>th</sup>, 2013.

Thank you for all of the opportunities that you have provided me with during the last three years. I have really enjoyed working at IVCC and appreciate everything that IVCC has done for me.

If there is anything that I can do to help to make this transition go smoothly, please let me know.

Sincerely,

Todd Stash



RECEIVED

APR 29 2013

RECEIVED

# NANCY JO YUNDT

(815) 447-2039

221 Martana St., PO Box 303 • De Pue, IL 61322

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May 8, 2013

Bev Malooley, Director  
Small Business Development Center  
Illinois Valley Community College  
815 N. Orlando Smith Road  
Building 11  
Oglesby, IL 61348

Dear Bev:

Effective immediately, I hereby resign my position as Administrative Assistant for the Small Business Development Center. My current medical issues have prevented me from keeping a steady attendance record these past 6 months and I feel that this is the best solution at this time.

Sincerely,



Nancy Jo Yundt

May 9, 2013

Dear Tommy,

I would first like to thank you for the opportunity to come into Illinois Valley Community College and serve as the Head Baseball Coach for the past three years. In my tenure here at IVCC I have gained much needed experience in developing my own coaching style and philosophy that I would not have received otherwise. The administrative lessons I have learned will prove to be invaluable in the future. I believe that I was able to succeed only through the support that was shown me from you, Sue Harding, and the entire IVCC community.

This letter is to inform you that as of Saturday, May 18<sup>th</sup>, 2013 I will officially be resigning as the Men's Head Baseball Coach here at Illinois Valley Community College. I have thoroughly enjoyed my time and experience here. Thank you again for all your faith in trust in me.

Best wishes to IVCC and the Athletic Department,



Eric Pinter

RECEIVED

MAY 13 2013



Government Finance Officers Association  
203 N. LaSalle Street - Suite 2700  
Chicago, IL 60601

Phone (312) 977-9700 Fax (312) 977-4806

April 25, 2013

Cheryl Roelfsema  
Vice President for Business Services & Finance/Treasurer  
Illinois Valley Community College  
815 North Orlando Smith Road  
Oglesby IL 61348

Dear Ms. Roelfsema:

We are pleased to notify you that your comprehensive annual financial report (CAFR) for the fiscal year ended June 30, 2012, qualifies for a Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

Each entity submitting a report to the Certificate of Achievement review process is provided with a "Summary of Grading" form and a confidential list of comments and suggestions for possible improvements in its financial reporting techniques. Your list has been enclosed. You are strongly encouraged to implement the recommended improvements into the next report and submit it to the program. If it is unclear what must be done to implement a comment or if there appears to be a discrepancy between the comment and the information in the CAFR, please contact the Technical Services Center (312) 977-9700 and ask to speak with a Certificate of Achievement Program in-house reviewer.

Certificate of Achievement program policy requires that written responses to the comments and suggestions for improvement accompany the next fiscal year's submission. Your written responses should provide detail about how you choose to address each item that is contained within this report. These responses will be provided to those Special Review Committee members participating in the review.

When a Certificate of Achievement is awarded to a government, an Award of Financial Reporting Achievement (AFRA) is also presented to the individual(s) or department designated by the government as primarily responsible for its having earned the Certificate. Enclosed is an AFRA for:

**Patrick Berry, Controller**

Your Certificate of Achievement plaque will be shipped to you under separate cover in about eight weeks. We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and that appropriate publicity will be given to this notable achievement. A sample news release has been enclosed. We suggest that you provide copies of it to local newspapers, radio stations and television stations. In addition, details of recent recipients of the Certificate of Achievement and other information about Certificate Program results are available in the "Awards Program" area of our website, [www.gfoa.org](http://www.gfoa.org).

A current holder of a Certificate of Achievement may include a reproduction of the award in its immediately subsequent CAFR. A camera ready copy of your Certificate is enclosed for that purpose. If you reproduce your Certificate in your next report, please refer to the enclosed instructions. A Certificate of Achievement is valid for a period of one year. To continue to participate in the Certificate of Achievement Program it will be necessary for you to submit your next CAFR to our review process.

In order to expedite your submission we have enclosed a Certificate of Achievement Program application form to facilitate a timely submission of your next report. This form should be completed and sent (postmarked) with three copies of your report, three copies of your application, three copies of your written responses to the program's comments and suggestions for improvement from the prior year, and any other pertinent material with the appropriate fee by December 31, 2013.

Your continued interest in and support of the Certificate of Achievement Program is most appreciated. If we may be of any further assistance, please contact Delores Smith ([dsmith@gfoa.org](mailto:dsmith@gfoa.org) or (312) 578-5454).

Sincerely,  
Government Finance Officers Association

A handwritten signature in cursive script that reads "Stephen J. Gauthier".

Stephen J. Gauthier, Director  
Technical Services Center

SJG/ds



## Baldrige Performance Excellence Program

April 19, 2013

Dr. Jerry Corcoran  
Illinois Valley Community College  
815 North Orlando Smith Road  
Oglesby, IL 61348

Dear Dr. Corcoran:

One of the strengths of the Baldrige Performance Excellence Program is its public- private partnership and the program's reliance on the many volunteers who contribute to its success. One of my most pleasant opportunities each year is to recognize the contributions of our volunteers. You and your organization are to be commended for Lori Scroggs's participation in the Board of Examiners for the Malcolm Baldrige National Quality Award. Without Lori's contributions and those of the other examiners, the Baldrige Award could not function.

The award's voluntary system depends also on the leadership and support from visionary leaders, such as yourself, who encourage their employees to serve as examiners for the Baldrige Award. Thank you for your help and understanding. You and your associates should take pride in what we are accomplishing in elevating national competitiveness and performance excellence.

The national effort continues to grow in importance as more attention to innovation, performance improvement, ethical performance, and good governance is needed. The hard work and enthusiasm of people like Lori and the support of leaders such as you have made the Baldrige Award unique in our national life.

Again, I offer you my thanks along with my best wishes for the success of your own performance improvement efforts.

Sincerely yours,

A handwritten signature in black ink that reads "Harry S. Hertz".

Harry S. Hertz, Director  
Baldrige Performance Excellence Program



## TMC Transportation Welcomes Kyle Bailey!

Congratulations to Kyle Bailey! He is now a part of the premier flatbed carrier in the nation! He is currently completing his training program with TMC and is now on the road to a great career!

We are proud to have one of your graduates as a part of our winning team. We know the education he received at Illinois Valley Community College will help him excel in his career as a safe, professional and successful driver. We are grateful to you for your commitment to training quality drivers and encouraging them to explore the opportunities with TMC Transportation. Because of you we are putting more drivers on the road than ever before.

If you or your students have further questions about TMC, or you would like additional information, please call us at: 1-800-247-2862 or visit us at [www.tmctrans.com](http://www.tmctrans.com).



**Kyle Bailey**

Professional Driver for TMC Transportation



# National Alliance of Two Year College Athletic Administrators

## 2012-13 OFFICERS

**Jim Forkum, President**  
Santa Rosa Junior College  
**Jack Sullivan, 1<sup>st</sup> Vice President**  
County College of Morris  
**Tim Drain, 2<sup>nd</sup> Vice President**  
Tyler Junior College  
**Kulwant Singh, 3<sup>rd</sup> Vice President**  
De Anza College  
**Brenda Hampton, Secretary**  
Iowa Western Community College  
**Gary Broadhurst, Treasurer-interim**  
Mohawk Valley Community College

## EXECUTIVE BOARD

### District I

**Dudley "Skip" Bailey**  
Monroe Community College  
**John Jackson**  
Dean College

### District II

**Ron Case**  
Gloucester County College  
**Troy Tucker**  
Northampton Community College

### District III

**John Scarpino**  
Seminole State College of Florida  
**Rick Hitt**  
South Florida Community College

### District IV

**Doug Spiwak**  
Harper College  
**LuAnn Zimmick**  
College of DuPage

### District V

**Jay Mehroff**  
East Central College

### District VI

**Joe Tubb**  
South Plains College  
**Wayne Baker**  
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### District VII

**Art Becker**  
Scottsdale Community College  
**Greg Silcox**  
Paradise Valley Community College

### District VIII

**Bob Clement**  
West Hills College  
**Albert Gasparian**  
Golden West College

### At-Large Members

**Donald Dutcher**  
Herkimer County Community College  
**Charles Guthrie**  
Clark College  
**Marci Henry**  
Northeastern Junior College  
**Bob Peters**  
Centralia College

**Gary Broadhurst, Past President**  
Mohawk Valley Community College

### Association Members

**Mary Ellen Leicht**  
NJCAA  
**Carlyle Carter**  
CCCAA  
**Marco Azurdia**  
NWAA CC

### NACDA Liaison

Jason Galaska  
Assistant Executive Director

Visit [www.natycaa.com](http://www.natycaa.com) to view the list of past Presidents

May 1, 2013

Dear President Corcoran,

I take great pleasure in informing you that Katie Nauman has received the NATYCAA Scholar-Athlete Honorable Mention Award. Katie was nominated by your college's Director of Athletics and supported by other members of the athletic department and college faculty. Please accept the congratulations of the entire NATYCAA organization and especially the Scholar Athlete Committee on such a high level of achievement as a scholar and an athlete at your institution. This is truly one of the highest awards that a student can be nominated for.

We hope Katie's two year college experience has been memorable and rewarding and will be cherished throughout her lifetime.

Sincerely,

Kulwant Singh  
3<sup>rd</sup> Vice President  
Chair, NATYCAA Scholar Athlete Committee  
De Anza College  
(408) 864-8745

### Scholar Athlete Committee

Gary Broadhurst	Mohawk Valley College (Past President)
Tim Drain	Tyler Junior College
Dave Evans	San Diego Mesa
Jim Forkum	Santa Rosa Junior College (President)
Bob Peters	Centralia College
Troy Tucker	Northampton Community College

Cc: Tommy Canale

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2013 NATYCAA CONVENTION  
June 12-14 • World Marriott Center • Orlando, Florida

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[www.natycaa.com](http://www.natycaa.com)

Administered by







ILLINOIS VALLEY  
COMMUNITY COLLEGE

# Memorandum

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**To:** Jerry Corcoran  
**From:** Cheryl Roelfsema *CR*  
**Date:** April 10, 2013  
**Subject:** Bookstore Textbook Rental Program

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The following is some interesting information on our textbook rental program:

Student savings per book based on the buyback value of a new book less our rental fee.

Fall 2012	\$199,639.75
Spring 2013	<u>169,817.00</u>
Total	\$369,456.75

- Two of the 39 titles rented retail under \$100 – 5% of the program (HIS 2000 and 2001 retail for \$87).
- Twenty eight of the 39 titles rented retail under \$200 – 72% of program.
- Eleven of the 39 titles rented retail over \$200 – 28% of program.
- Most expensive retail titles are Financial Accounting (\$262.25) and Contemporary Business (\$262.25).
- Highest number of spring rentals – PSY-1000 at 334 (565 in fall) and SPH-1001 at 283 (315 in spring)
- In fall 2012 only 6 of 39 titles had made back its investment – 15% of program.
- By far the highest grossing were BIO-1000 (\$28,169.03) and SOC-1000 (\$23,894.60)
- In spring 2013 only 8 of 39 titles had made back its investment – 21% of program.
- The highest grossing were BIO-1000 (\$35,197.03) and SOC-1000 (\$25,238.60)
- Obviously a small number of titles are carrying the majority of the program. Other courses that have historically given good returns are MUS-1000 and SPH-1001 (both will begin returning on their investments in Fall 2013)
- Current program balance (what the bookstore has paid for books minus rental fees) was -\$131,622.37 in fall and fell to -\$51,018.69 in spring (due to low costs in spring).

Lauren Sandberg and her bookstore staff should be commended for developing such a successful book rental program.

# ILLINOIS VALLEY COMMUNITY COLLEGE

## College Core Values

**Responsibility   Caring   Honesty   Fairness   Respect**

## Vision Statement

Leading our community in learning, working and growing.

## Mission Statement

IVCC teaches those who seek and is enriched by those who learn.

## The Purposes of IVCC are:

- \* The successful completion of courses and degrees required for effective transfer to baccalaureate degree programs.
- \* Occupational/technical courses, certificates and degrees leading directly to successful employment or transfer into baccalaureate degree programs.
- \* Courses and academic support services designed to prepare students to succeed in college-level coursework.
- \* Continuing education courses and community activities that encourage lifelong learning and contribute to the growth and enrichment of students in our community.
- \* Student support services to assist in developing personal, social, academic and career goals.
- \* Academic and student support programs designed to supplement and enhance teaching and learning.

## Principles of Work

Illinois Valley Community College is a system of programs, services and people – the entire system committed to continuous improvement. Nothing stays the same; everything is in a constant process of discovery, creating, and accomplishment. The people of IVCC daily strive to improve the organization's work systems and processes toward higher levels of satisfaction, achievement, and excellence among students and other stakeholders.

## College Goals

1. Assist all students in identifying and achieving their educational and career goals.
2. Promote the value of higher education.
3. Grow and nurture college resources needed to provide quality programs and services.
4. Promote understanding of diverse cultures and beliefs.
5. Demonstrate IVCC's core values through an inclusive and collaborative environment.