



**ILLINOIS VALLEY  
COMMUNITY COLLEGE**

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

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

**Thursday, August 18, 2016  
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  
Reduction in Force  
Non-tenured Faculty Contracts  
Tuition and Fee Review  
Five-year Financial Forecast  
ICCTA Award Nominations  
(Alumnus, Student Trustee, Ethical)

#### **March**

Tenure Recommendations  
President's Evaluation  
ICCTA Award Nominations  
(FT/PT Faculty, Student Essay,  
Business/Industry)

#### **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  
Prevailing Wage Resolution  
Authorization of Continued Payment for  
Standard Operating Expenses  
Semi-annual Review of Closed Session Minutes

#### **July**

Tentative Budget  
a. Resolution Approving Tentative Budget  
b. Authorization to Publish Notice of  
Public Hearing  
Athletic Insurance

#### **August**

Budget  
a. Public Hearing  
b. Resolution to Adopt Budget  
College Insurance

#### **September**

Protection, Health, and Safety Projects  
Cash Farm Lease  
Approval of College Calendar (even years)  
Employee Demographics Report

#### **October**

Authorize Preparation of Levy  
Audit Report

#### **November**

Adopt Tentative Tax Levy

#### **December**

Adopt Tax Levy  
Schedule of Regular Meeting Dates and Times  
Semi-annual Review of Closed Session Minutes

**ILLINOIS VALLEY COMMUNITY COLLEGE**  
**Board of Trustees Meeting**  
**Thursday, August 18, 2016 – 6:30 p.m. – Board Room (C307)**

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

1. Public Hearing
2. Call to Order
3. Pledge of Allegiance
4. Roll Call
5. Approval of Agenda
6. Public Comment
7. 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.
  - 7.1 Approval of Minutes – July 5, 2016 Audit/Finance Committee Meeting; July 14, 2016 Board Meeting (Pages 1-11)
  - 7.2 Approval of Bills - \$1,406,393.04
    - 7.2.1 Education Fund - \$1,071,903.53
    - 7.2.2 Operations & Maintenance Fund - \$90,710.52
    - 7.2.3 Operations & Maintenance (Restricted Fund) - \$94,815.72
    - 7.2.4 Auxiliary Fund - \$81,678.48
    - 7.2.5 Restricted Fund - \$27,729.11
    - 7.2.6 Audit Fund - \$3,400.00
    - 7.2.7 Liability, Protection & Settlement Fund - \$35,783.68
    - 7.2.8 Grants, Loans, & Scholarships - \$372.00
  - 7.3 Treasurer's Report (Pages 12-30)
    - 7.3.1 Financial Highlights (Pages 13-14)
    - 7.3.2 Balance Sheet (Pages 15-16)
    - 7.3.3 Summary of FY17 Budget by Fund (Page 17)
    - 7.3.4 Budget to Actual Comparison (Pages 18-24)
    - 7.3.5 Budget to Actual By Budget Officers (Page 25)
    - 7.3.6 Statement of Cash Flows (Page 26)
    - 7.3.7 Investment Status Report (Pages 27-28)
    - 7.3.8 Disbursements - \$5,000 or more (Pages 29-30)

- 7.4 Personnel - Stipends for Pay Periods Ending July 9, 2016 and July 23, 2016 (Pages 31-33)
- 7.5 Consortia Purchases (Page 34)
- 7.6 Daikin Applied Americas, Inc. Chiller Maintenance (Page 35)
8. President's Report
9. Committee Reports
10. FY2017 Budget - Resolution to Adopt the Budget (Pages 36-39)
11. Faculty Retirement – Linda Thomas, Reading Instructor (Pages 40-41)
12. Proposal Results – Wireless Duress Button System (Page 42)
13. Bid Results – 3D Printer (Page 43)
14. Bid Results – Dental Digital X-Ray Sensors (Page 44)
15. Purchase Request – Automotive Department (Page 45)
16. Insurance Renewals – (Pages 46- 56)
17. Items for Information (Pages 57-60)
  - 17.1 Staff Resignation – Jordan Berard, Assessment Center Assistant (part-time) (Page 57)
  - 17.2 Staff Resignation – Gina Czubachowski, Small Business Development Center Business Specialist (Page 58)
  - 17.3 Economic Development Corporation of North Central Illinois Agreement (Pages 59-62)
  - 17.4 Change Order #2 – PHS Project: Lecture Hall (D225) Renovation (Page 63)
18. Trustee Comment
19. Closed Session – 1) litigation; 2) collective negotiations; and 3) closed session minutes.
20. Possible Support Staff Update
21. Approval of Closed Session Minutes
22. Other
23. Adjournment



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

**Audit/Finance Committee Meeting**  
**July 5, 2016**

The Audit/Finance Committee of the Board of Trustees of Illinois Valley Community College District No. 513 met at 5:30 p.m. on Tuesday, July 5, 2016 in the Board Room (C307) at Illinois Valley Community College.

**Committee Members** Dr. Larry Huffman, Committee Chair

**Physically Present:** Jane E. Goetz  
Everett Solon

**Others Physically Present:** Jerry Corcoran, President  
Cheryl Roelfsema, Vice President for Business Services and Finance  
Deborah Anderson, Vice President for Academic Affairs  
Sue Isermann, Associate Vice President for Academic Affairs  
Mark Grzybowski, Associate Vice President for Student Services  
Jennifer Scheri, Interim Director of Continuing Education and Business Services  
Kathy Ross, Controller  
Glenna Jones, Director of Human Resources  
Emily Vescogni, Director of Learning Technologies  
Chris Dunlap, Associate Director of Network Technologies  
Rebecca Donna, Instructor  
Lori Cinotte, Instructor  
Steve Alvin, Instructor  
Mike Phillips, Instructor  
Vince Brolley, Instructor  
Jill Urban-Bollis, Instructor  
Missy Killian, Counselor

The meeting was called to order at 5:30 p.m. by Dr. Huffman.

**FY2017 TENTATIVE BUDGET**

Cheryl Roelfsema presented a draft of the FY2017 tentative budget. The FY2017 tentative budget will be presented to the Board of Trustees at the July 14, 2016 meeting. Assumptions were built into the financial plan in January and were discussed with the Audit/Finance Committee in January and April. The budget continues to carry out those assumptions. Overall, the budget revenues for all funds are \$32,872,000, a decrease of 1.9 percent, and expenditures are \$33,568,000, a decrease of 7.6 percent from the FY2016 budget. The FY2016 budget included \$235,000 to finish the Community Instructional Center Project. If the \$235,000 was eliminated from FY2016, the FY2017 budgeted revenues would decrease 1.2 percent and expenditures would decrease 7.0 percent. Looking at the Operating Funds, which cover the majority of routine expenses at the College, revenues are budgeted at \$22,028,000, which is a \$445,000, or 2.1 percent increase. To

get to that increase, there is an increase in the equalization tax of approximately \$800,000; a \$5 increase in tuition rates, assuming that credit hours are going to be flat or slightly down; and a significant decrease in State revenues. Operating Fund expenditures are \$22,280,000, up \$117,000, or 0.5 percent, from FY2016. Since IVCC's operating tax rate is below the state average, IVCC can levy up to that amount for equalization.

The FY2017 tuition rate is \$124 per credit hour.

Due to no State budget, it is difficult to budget State funding. In 2016, IVCC received only 27 percent of the FY2015 State funding, or \$611,000. On June 30, 2016, stop-gap funding for FY2017 was passed. The budget was built on 75 percent of FY2015's State revenues, which is approximately \$1.8 million. The stop-gap funding is supposed to cover the first six months of the fiscal year and IVCC's allocation will be \$862,000, or less than 1/2 of the amount budgeted for State funding.

As the budget is rolled out, the administration will need to continue being cautious and look at reducing noncritical expenses in anticipation of what funding will be available for the second six months. It is doubtful there will be any more funding until after the general election in November.

IVCC covered MAP grants in both Fall and Spring of FY2016, being in the minority of community colleges covering Spring 2016 MAP grants. The College received notice that the State will cover all 2016 MAP grants. There is no word yet on 2017 MAP grant funding. The 2017 budget is built on the assumption that the State will pay MAP grants.

On the expenditure side, salary increases range from 2 percent to 2.92 percent. There was one additional position budgeted – Agriculture Program Coordinator/Instructor. Over the last few years, 14 full-time positions and one part-time position have been eliminated, and five positions were reduced from full- to part-time. Benefits are budgeted to increase eight percent due to an increase in health insurance. IVCC will continue to look at other options for health insurance. Other options will not necessarily be a savings, but IVCC is trying to contain the cost going forward. There is a transfer of \$262,000 from Auxiliary Fund 05 to Education Fund 01, to cover ITS capital purchases to balance the operating budget.

If State funding does not materialize, an amended budget may need to be done in the spring. Operating costs have been reduced in every way possible; zero-based budgeting was used.

The utility budget is slightly higher this year to be conservative. IVCC has enjoyed low utility rates for several years.

The committee is pleased that the State funded the MAP grants for FY16 and is really proud of the College's decision for FY16. The committee hopes to replicate MAP funding for FY17. If the College has something similar for FY17, it will need to be mindful that it might not receive 100 percent funding from the State.



CPPRT is budgeted at a higher number than has been budgeted recently because receipts have been running higher for 2016.

Fixed charges are budgeted at half of the last three years' budgets because IVCC has a new lease for the semis for Truck Driver Training that is considerably lower than it had been.

Per Dr. Huffman: Cheryl has painted an accurately dismal picture for state funding. Tuition and local taxes are the College's only salvation. If MAP is covered, the College is more likely to keep enrollment close to prediction levels; MAP grants have to be funded for that to happen.

Per Dr. Huffman: Equalization taxes, compared to neighboring and comparable colleges, is still only 75 percent of the average. The average tax rate is 50.64, while IVCC's tax rate is 36.45.

The impact of the stop-gap budget for FY16 is very disappointing since State revenues are down \$1.5 million and IVCC is going to have a deficit for 2016. The College did not withdraw Working Cash funds this past year but it was very close. If the Working Cash funds are withdrawn, it must be paid back within 12 months. There are not many revenue streams and IVCC will be forced to dip into reserves. If reserves go below 25 percent, IVCC will need to create a plan to increase reserves.

The committee is glad to see a contingency included in this budget.

The committee thanks Cheryl and the Business Office and everyone who is "penny pinching."

### **FY2017-2019 STRATEGIC PLAN FOR INFORMATION TECHNOLOGY**

The Committee was provided PowerPoint presentation slides from Harold Barnes and Emily Vescogni. The Strategic Plan for Information Technology was originally developed in 2004. The Strategic Plan is a plan for technology across campus, not just for ITS. Six technology goals are aligned with campus goals and IVCC's Key Performance Indicators. Emily reviewed projects that were completed in FY2016 and introduced FY2017 projects. ITS has been very busy in FY2016: upgrading the phone system to virtual servers, replacing network switches between buildings to increase bandwidth, establishing an A/V network, and launching Office 365 for students. Students received new email addresses, beginning with summer 2016 semester, and they can now download Office 365 to their personal computers for free. ITS also joined the State Authorization Reciprocity Agreement (SARA), to enroll online students from other states. Upcoming projects include: Website redesign (no additional expenses anticipated); Customer Relationship Management (CRM) updates for online applications, automated communication, communication analysis, and reporting and diagnostic tools (annual cost of \$32,000); performing a security audit (\$26,500); implementing a data dashboard (no additional costs); upgrading the server room uninterruptible power supply (\$49,000, annual cost of \$3,000); and searching for a new Director of ITS with the retirement of Harold Barnes in December 2016.

The committee appreciates doing a security analysis versus what it is going to cost if an analysis is not conducted and there is a breach in the system. The committee really appreciates tying the IT goals to the College's AQIP goals and the delineation of funding sources, which is helpful and

relieving to know that most of the funding isn't taking away funding from operational areas of the College.

### **DUAL CREDIT ENHANCEMENT PILOT PROJECT**

Deborah Anderson presented two dual credit enhancement pilot projects. The first project offers dual credit courses at no cost to high school students eligible for free or reduced lunch. The second project offers incentives to students who have completed 30+ credits in dual credit/dual enrollment courses while in high school and matriculate to IVCC on a full-time basis at the reduced tuition rate. These projects will start with the fall 2016 semester, pending Board approval. The pilot will take three years, which should be enough time for students to complete dual credit courses as juniors and seniors and then attend at least one year at IVCC. A Dual Credit Task Force is putting together measures that will determine the success rates of these projects. The goal is to increase the matriculation rate, which is currently 34-35 percent, while also increasing enrollment in dual credit courses, which would hopefully lead to higher enrollments as those students graduate from high school. This addresses two KPIs – degree attainment and market penetration – while also responding to the needs of the communities IVCC serves.

The Committee requested a projection of figures be presented to the Board, including the percentage of students who qualify for free or reduced lunch and expected data feedback by semester and school. Approximately 45 percent of high school students qualify for free or reduced lunch and over 30 students have taken over 30 dual credit courses over the last three years.

### **DEPARTMENT OF LABOR OVERTIME**

The Department of Labor is raising the minimum salary for exempt employees. The threshold went to \$47,476 and goes into effect December 1. Glenna Jones, HR Director, has identified nine employees that will be affected by this, which brings the amount to approximately \$16,000. IVCC will work with individual supervisors to either raise the employees' salaries to the minimum level or convert them to an hourly rate. This information will be brought to the full Board in October or November, for implementation on December 1.

Affected employees will know what is happening on December 1.

### **REVISION TO BOARD POLICY 3.29 – TUITION POLICIES**

This revision applies to the administrative procedure for Fitness Center enrollment and pertains to those who have completed the 20-course sequence in the Fitness Center.

A team, consisting of Mark Grzybowski, Sue Isermann, Deb Anderson, Cheryl Roelfsema, Tony Ruda, and Ron Groleau, met to craft this recommendation. ICCB is not approving any additional fitness courses for credit. IVCC does not want to penalize individuals who want to maintain their level of fitness.

The recommendation could be a monthly fee that is realistic but not expensive, \$25-\$30/month, which is about half of what it would cost to go to the YMCA. Taking into consideration the operating costs of the Fitness Center, this cost is reasonable.



**OTHER**

None.

**ADJOURNMENT**

Dr. Larry Huffman declared the meeting adjourned at 6:14 p.m.

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Larry D. Huffman  
Audit/Finance Committee Chair

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Melissa M. Olivero, Board Chair

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Larry D. Huffman, Board Secretary

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

**Minutes of Regular Meeting**  
**July 14, 2016**

The Board of Trustees of Illinois Valley Community College District No. 513 convened a regular session at 6:30 p.m. on Thursday, July 14, 2016 in the Board Room (C307) at Illinois Valley Community College.

**Members Physically Present:** Melissa M. Olivero, Chair  
Michael C. Driscoll, Vice Chair  
Larry D. Huffman, Secretary  
Jane E. Goetz  
Everett J. Solon  
Sarah J. Tipton, Student Trustee

**Members Absent:** Laurie A. Bonucci

**Members Present Telephonically:** David O. Mallery

**Others Physically Present:** Jerry Corcoran, President  
Cheryl Roelfsema, Vice President for Business Services and Finance  
Deborah Anderson, Vice President for Academic Affairs  
Sue Isermann, Associate Vice President for Academic Affairs  
Mark Grzybowski, Associate Vice President for Student Services  
Walt Zukowski, Attorney

**MOMENT OF SILENCE**

Ms. Olivero invited everyone to join her in a moment of silence in memory of John and Betty Fassig of Mendota who passed away. They are the parents of Paula Hallock who has worked at the College for 18 years.

**APPROVAL OF AGENDA**

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

**PUBLIC COMMENT**

Dr. Anderson stated that this was the last board meeting that would be attended by Sue Isermann in her role as the Associate Vice President for Academic Affairs. Sue has served the College for 35 years with almost two generations of students having passed through the doors during her tenure. It has been an honor and a privilege for Dr. Anderson to work with Sue for the past two years as she has transitioned to her role as Chief Academic Officer. Sue's knowledge, expertise,

and loyalty to IVCC has been truly inspirational to Dr. Anderson who still considers herself new to the institution. Dr. Anderson wanted to publically thank Sue for her mentoring and friendship. Dr. Anderson invited everyone to join her in thanking Sue for her dedicated and exemplary service to IVCC. Sue noted it has been a long ride and a great ride. She took a leap of faith when graduating from ISU and coming to IVCC as a part-time faculty member. She appreciated all the opportunities she has received at IVCC.

### **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 – June 9, 2016 Board Meeting and June 28, 2016 Closed Session Minutes Committee Meeting

Approval of Bills - \$943,453.71

Education Fund - \$542,085.90; Operations & Maintenance Fund - \$101,613.59; Operations & Maintenance (Restricted Fund) - \$195,002.34; Bond & Interest Fund - \$3,312.50; Auxiliary Fund - \$47,667.54; Restricted Fund - \$33,664.60; Audit Fund - \$2,525.00 and Liability, Protection & Settlement Fund - \$17,582.24

Personnel

Approved the stipends for pay periods ending May 28, 2016; June 11, 2016; and June 25, 2016

Student Athletic and Catastrophic Student Athletic Insurance Renewals

Accepted the recommendation of the insurance consultant to accept the renewal from Guarantee Trust Life for the student athletic insurance coverage with 1<sup>st</sup> Agency at \$39,400 and accepted the recommendation of the insurance consultant to accept the renewal from Axis Insurance for the student athletic catastrophic insurance coverage with Ramza Insurance Group at \$3,251.

Bid Results – Hunter Alignment System

Accepted the bid from Tri-State Technologies as the lowest, most responsible bid for a Hunter Alignment System in the amount of \$29,170.

Proposal Results – Waste Disposal & Recycle Material Collection

Accepted Republic Service Inc.'s proposal for waste disposal and recycle material collection.

### **PRESIDENT'S REPORT**

In the same way as Dr. Anderson recognized Sue Isermann for her fine work over a 35-year career, Dr. Corcoran wanted to also mention two other IVCC veterans whom he is convinced are ready to move into key positions of leadership: Bonnie Campbell and Jennifer Scheri (who combined have given 41 years of their life to the College) are being recommended to assume the positions of Associate Vice President for Academic Affairs and Director of Continuing Education respectively. Dr. Corcoran is sure that it must be satisfying for Sue to know that these positions will be in very good hands as she departs. There are two other critical teaching positions being recommended to



be filled: Eris Simons to join the Nursing faculty and Willard Mott to lead the Agriculture program expansion efforts. Dr. Corcoran told Mr. Mott, in the same way that Nursing and Truck Driver Training are often amongst the first career programs people think of when mentioning IVCC, thanks to tremendous support from the University of Illinois Extension and the 36-member program advisory committee, IVCC's Agriculture program will someday rise to the same level with his influence, and the College will do everything it can to support him. Congratulations to Sara Escatel and her staff for the fine job they did of recognizing High School Equivalency graduates, U.S. Citizenship passers, and completers of the Bridge to Manufacturing program at a very nice event in the Cultural Centre on June 16<sup>th</sup>. It was a great night for students and their loved ones. Dr. Corcoran commended Jane Goetz and Mike Driscoll for representing the Board of Trustees and O.J. Stoutner for the ongoing support of the Foundation Board of Directors. As noted in a recent press release, IVCC has once again earned national recognition by Interactive Health as one of the healthiest companies in America. Criteria for such recognition include participation in wellness initiatives and low-risk health scores. Dr. Corcoran thanked the Human Resources staff for the work they always put into leading these efforts and helping the College achieve impressive results. As a reminder, the Licensed Practical Nurse (LPN) graduation is scheduled for Monday, July 25 at 5 p.m. in the Cultural Centre. Twenty-eight graduates will be recognized.

### **COMMITTEE REPORTS**

Dr. Huffman reported the Audit/Finance Committee met and reviewed the annual summary of the Information Technology department as well as the plan for the year ahead. Dr. Huffman commended the IT department for having done an excellent job of trying to meet the needs of the numerous students enrolled at IVCC. The Committee reviewed the possibility of doing some maneuvering to cooperate with the Department of Labor changes affected by the overtime regulations between now and November. The administration will be meeting with the people who are affected by this. This will be presented to the Board in November. There will be a change in the administrative procedure for the board policy relating to the Fitness Center. Tuition and fees have been waived for employees and their spouses who enroll in a twenty-sequence series of courses. After the series is completed they will be charged a fee to continue to use the Fitness Center. The administration has worked out this change with the Fitness Center coordinator and Dean. The tentative budget and the Dual Credit Enhancement Pilot Projects are on the agenda for tonight's meeting.

Mr. Solon reported the Closed Session Minutes Committee met and action will be taken from that meeting tonight.

### **FY2017 TENTATIVE BUDGET**

It was moved by Dr. Huffman and seconded by Ms. Goetz to adopt the Resolution approving the FY2017 Tentative Budget as presented and to authorize publication of the Notice of Public Hearing. Mr. Mallery questioned whether the tentative budget included dollars for the completion of the new collective bargaining unit and any resolution of any potential Unfair Labor Claim. The tentative budget does include an increase for the Support Staff and legal fees yet to be incurred. There are no monies allocated for an Unfair Labor Practice. Dr. Corcoran appreciated the feedback from the Audit/Finance Committee regarding MAP grants. IVCC covered the MAP grants for last year and did not lose anything. The administration modified the tentative budget as long as there is a reasonable expectation that MAP funds will be included in the state budget for the fall and



spring semesters. This amount is reflected in the tentative budget to be voted upon. Motion passed by voice vote with Mr. Mallery voting “naye.”

**STAFF APPOINTMENT – BONNIE BENNETT-CAMPBELL, ASSOCIATE VICE PRESIDENT FOR ACADEMIC AFFAIRS AND DEAN OF WORKFORCE DEVELOPMENT**

It was moved by Ms. Goetz and seconded by Dr. Driscoll to approve the appointment of Bonnie Bennett-Campbell as Associate Vice President for Academic Affairs at an annualized salary of \$95,000. Motion passed by voice vote.

**STAFF APPOINTMENT – JENNIFER SCHERI, DIRECTOR OF CONTINUING EDUCATION AND BUSINESS SERVICES**

It was moved by Mr. Solon and seconded by Dr. Huffman to approve the appointment of Jennifer Scheri as Director of Continuing Education and Business Services at an annualized salary of \$71,500. Motion passed by voice vote.

**FACULTY APPOINTMENT – WILLARD MOTT, AGRICULTURE PROGRAM COORDINATOR/INSTRUCTOR**

It was moved by Mr. Solon and seconded by Dr. Driscoll to appoint Willard Mott as Agriculture Program Coordinator/Instructor at A-15, an annualized salary of \$60,086 on the 2016/2017 faculty salary schedule. Mr. Mallery noted he has heard good things about Mr. Mott, but he was not comfortable with his placement of A-15 on the salary schedule. Mr. Mallery noted the College had a policy for years that instructors were not placed over level eight on the salary schedule for teaching experience, but that has since been amended. Mr. Mallery believes the placement is escalated. Dr. Corcoran noted that Mr. Mott was given credit for his experience and his work toward a master’s degree. If he would complete his master’s degree in the next year his annualized salary would be at \$64,000. Mr. Mott has 34 hours of graduate level courses beyond his bachelor's degree. After 11 years of teaching at Bureau County and his summer hours, Dr. Corcoran believes he deserved to be at this particular end of the faculty schedule. He is working on his master’s in agronomy and the administration is excited to hire an individual of this caliber at this rate of pay. Dr. Corcoran stood with what was presented. Mr. Mott’s salary is comparable with other flag programs for this institution. Mr. Mallery asked if there is a projected plan for enrollments and there is: 25 students the first year, 50 students the second year, and 75 students the third year. Motion passed by voice vote.

**FACULTY RESIGNATION – KARIE STECKEN, NURSING INSTRUCTOR**

It was moved by Ms. Goetz and seconded by Dr. Huffman to accept with regret Karie Stecken’s resignation effective August 12, 2016 and wish her success in her new endeavor. Motion passed by voice vote.

**FACULTY APPOINTMENT – ERIS SIMONS, NURSING INSTRUCTOR**

It was moved by Ms. Goetz and seconded by Ms. Tipton to accept the appointment of Eris Simons as Nursing Instructor at B-5, an annualized salary of \$46,792 on the 2016/2017 faculty salary schedule. Motion passed by voice vote.



### **DUAL CREDIT ENHANCEMENT PILOT PROJECTS**

It was moved by Dr. Huffman and seconded by Ms. Tipton to approve the Dual Credit Pilot Project whereby high school students eligible for the free and reduced lunch program may have tuition waived so long as the course meets the requirements and also to approve the Dual Credit Pilot Project whereby full-time matriculating students who have completed 30 credit hours of dual credit and/or dual enrollment through IVCC will receive the dual credit tuition discount up to the completion of a credential so long as they remain full-time students. Dr. Corcoran has felt strongly about this for quite a while. He has reached out to a number of high school superintendents to give them an opportunity to speak to their support of this project. He received glowing recommendations from eight superintendents and the LaSalle County Regional Office of Education complementing the College for rolling this out. This project will immediately affect the lives of 100 students and that is the College's mission. Mr. Mallery did not like the fact that \$370,000 would be left on the table and not adding to the College's revenues. He has compassion for the free and reduced lunch students but he also cares about all of the other stakeholders at the College. Mr. Mallery asked what the internal stakeholders had to say. Dr. Corcoran noted that this proposal was discussed with the Audit/Finance Committee, Cabinet, faculty leadership, and the Strategic Leadership Planning Council. The proposal was discussed in staff debriefing sessions and is perfectly aligned with the College's KPIs. Mr. Mallery noted the Foundation would have the ability to reach these same students. The expense could be shifted from athletics to free scholarships and the mission would be focused more on students. Dr. Huffman did not agree with the assumption of leaving \$370,000 on the table. That is only lost revenue if the assumption is that the students would have taken the courses and matriculated to IVCC without the proposed opportunity. Motion passed by voice vote with Mr. Mallery voting "naye."

### **ECONOMIC DEVELOPMENT CORPORATION OF NORTH CENTRAL ILLINOIS (EDCNCI) AND ILLINOIS VALLEY COMMUNITY COLLEGE AGREEMENT**

It was moved by Ms. Goetz and seconded by Dr. Huffman to authorize the administration to work with the College's attorney on a three-year contract with the Economic Development Corporation of North Central Illinois that will allow Corporation staff to occupy approximately 700 sq. ft. of office space on campus and pay \$14 per sq. ft. plus \$19 per month for each phone line. Mr. Mallery questioned the rent cost. Cheryl Roelfsema noted the rent was comparable with rent for this area. It is consistent with what the College has paid the City of Ottawa for the Ottawa Center. Motion passed by voice vote

### **SEMI-ANNUAL REVIEW OF CLOSED SESSION MINUTES**

It was moved by Mr. Solon and seconded by Dr. Driscoll to approve to release closed session minutes of the November 12, 2015 (Closed Session Minutes Committee); April 14, 2016 (Student Discipline); and May 12, 2016 (President's Contact, Vice Presidents' Contracts, Employees Not Affected by a Negotiated Labor Agreement and Coaches Salary Schedule) board meetings. Motion passed voice vote

### **TRUSTEE COMMENT**

None.

**CLOSED SESSION**

It was moved by Ms. Goetz and seconded by Dr. Huffman to convene a closed session at 7:06 p.m. to discuss 1) litigation; 2) collective negotiations; and 3) closed session minutes. Motion passed by voice vote.

After a short break, the Board entered closed session at 7:17 p.m. On a motion by Mr. Solon and seconded by Dr. Huffman, the regular meeting resumed at 8:05 p.m. Motion passed by voice vote.

**CLOSED SESSION MINUTES**

It was moved by Ms. Goetz and seconded by Dr. Driscoll to approve and retain the closed session minutes of the June 9, 2016 Board meeting. Motion passed by voice vote.

**OTHER**

None.

**ADJOURNMENT**

Ms. Olivero declared the meeting adjourned at 8:06 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

JULY 2016

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

Kathy Ross  
Controller



## FINANCIAL HIGHLIGHTS – July 2016

### Revenues

- As of August 5, the headcount for summer semester was 1,188, which is 162 students less than at the same point in time last year. Credit hours for summer 2016 decreased by 675, or 11.03 percent, from this point in time one year ago, for a total of 5,442.

As of August 9, the headcount for fall semester was 2,900, which is 93 students more than at the same point in time last year. Credit hours for fall 2016 increased by 638, an increase of 2.31 percent from this point in time one year ago, for a total of 28,257. Fall tuition payments were due August 3. A total of 283 students were dropped for nonpayment compared to 270 students dropped for fall 2015.

Total FY2016 credit hours submitted to ICCB are 62,869:

Semester	Total Credit Hours	Dual Credit/Dual Enrollment
Summer 2015	6,166	-
Fall 2015	28,879	2,292
Spring 2016	27,824	3,820
<b>Total Credit Hours</b>	<b>62,869</b>	<b>6,112</b>

- On June 30, the State Legislature passed SB2047 which provided for “stopgap” funding for higher education for the first six months of fiscal year 2017. For IVCC this was \$862,216. The College has not received any payments for this allocation. The FY2017 budget includes \$1.6 million for state funding. Included in this bill was funding for Adult Education for FY2017. We do not know our allocation at this time. The bill also included MAP grant funds for the remaining claims for the 2015-2016 academic year.
- Local property tax receipts are approximately \$4 million of the \$11,428,204 levy request. The actual tax levy is \$11,232,342, or 98 percent of the levy request. The levy request was based on an estimated equalized assessed valuation (EAV) of \$3,024,327,000. The actual EAV is \$3,012,240,913, a variance of .4 percent.

### Expenditures

Fund 01 – Education Fund – Instruction – Fixed Charges – includes \$132,000 Ottawa Center annual lease payment;

Fund 01 – Education Fund – Academic Support – Contractual – includes Blackboard annual fee of \$75,600;

Fund 01 – Education Fund – Institutional Support – Contractual – includes Ellucian (administrative software) annual maintenance fee of \$236,000.

**Protection, Health & Safety Projects:**

- Building B Air Handler/Chiller Replacement – a pre-construction meeting was held with John's Service and Sales on April 7, 2016; installation to start in December 2016; United Analytical Services will start asbestos testing and prepare a bid document for asbestos removal;
- Building D Air Handler/Chiller Replacement – approved by ICCB with installation planned for winter 2017;
- Lecture Hall D225 Renovation – additional asbestos removal made this a tight timeframe but project is still on schedule for completion prior to the first day of classes.

Illinois Valley Community College District No. 513  
 Combined Balance Sheet  
 All Fund Types and Account Groups  
 July 31, 2016

	Governmental Fund Types			Proprietary Fund Types		Fiduciary Fund Types		Account Groups			Total Memorandum (Memorandum Only)
	General	Special Revenue	Debt Service	Enterprise	Agency Funds	Trust and	General Fixed Assets	General Long-Term Debt			
<b>Assets and Other Debits</b>											
Cash and cash equivalents	\$ 4,509,863	\$ 2,474,846	\$ 289,780	\$ 745,205	\$ 155,849					\$ 8,175,543	
Investments	2,487,007	9,205,034	633,972	480,488	-					12,806,501	
Receivables											
Property taxes	8,835,765	2,113,721	266,083	-	-					11,215,569	
Governmental claims	212,174	697,050	-	-	-					909,224	
Tuition and fees	3,088,875	8,476	-	78,600	-					3,175,951	
Due from other funds	417,869	128,086	27,534	-	-					573,489	
Due from student groups	230,252	-	-	814,524	-					230,252	
Bookstore inventories	-	-	-	-	-					814,524	
Other assets	83,753	59,605	-	11,778	-					155,136	
Fixed assets - net where applicable	-	-	-	8,358	-		65,219,293	-	-	65,227,651	
Other debits											
Amount available in Debt Service Fund	-	-	-	-	-		-	-	-	-	
Amount to be provided to retire debt	-	-	-	-	-		-	-	-	-	
<b>Other Debits</b>	<b>\$19,865,558</b>	<b>\$14,686,818</b>	<b>\$ 1,217,369</b>	<b>\$ 2,138,953</b>	<b>\$ 155,849</b>		<b>\$65,219,293</b>	<b>\$ 265,000</b>	<b>\$ 265,000</b>	<b>\$ 103,548,840</b>	

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Illinois Valley Community College District No. 513  
 Combined Balance Sheet  
 All Fund Types and Account Groups  
 July 31, 2016

	Governmental Fund Types			Proprietary Fund Types		Fiduciary Fund Types		Account Groups			Total (Memorandum Only)
	General	Special Revenue	Debt Service	Enterprise	Agency Funds	General Fixed Assets	General Long-Term Debt				
<b>Liabilities</b>											
Accounts payable	\$ 201,460	\$ -	\$ 552	\$ 9,396	\$ 8,644	\$ -	\$ -	\$ 220,052			
Accrued salaries & benefits	1,190,825	16,784	-	14,753	-	-	-	1,222,362			
Post-retirement benefits & other	63,930	-	-	-	-	-	-	63,930			
Unclaimed property	2,235	2,407	-	-	18	-	-	4,660			
Due to other funds	152,359	303,971	-	117,159	147,187	-	-	573,489			
Due to student groups/deposits	-	-	-	-	-	-	-	147,187			
Deferred revenue	4,425,842	1,059,291	133,090	-	-	-	-	5,618,223			
Property taxes	-	-	-	-	-	-	-	-			
Tuition and fees	-	-	-	-	-	-	-	-			
Grants	-	-	-	-	-	-	-	-			
Bonds payable	-	-	-	-	-	-	-	265,000			
Total liabilities	6,036,651	1,382,453	133,642	141,308	155,849	-	-	8,114,903			
<b>Equity and Other Credits</b>											
Investment in general fixed assets						65,219,293		65,219,293			
Contributed capital								-			
Retained earnings								-			
Fund balance		13,304,365						13,304,365			
Reserved for restricted purposes			1,083,727					1,083,727			
Reserved for debt service				1,997,645				15,826,552			
Unreserved	13,828,907	-	-	-	-	-	-	-			
Total equity and other credits	13,828,907	13,304,365	1,083,727	1,997,645	-	65,219,293	-	95,433,937			
<b>Total Liabilities, Equity and Other Credits</b>	\$19,865,558	\$14,686,818	\$ 1,217,369	\$ 2,138,953	\$ 155,849	\$65,219,293	\$ 265,000	\$ 103,548,840			

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 2017 Revenues & Expenditures by Fund  
 For the one month ended July 31, 2016

	Education Fund	Operations & Maintenance Fund	Operations & Maintenance Fund	Bond & Interest Fund	Working Fund	Auxiliary Enterprises Fund	Restricted Purposes Fund	Liability Protection & Settlement Fund	Audit Fund	Total (Memorandum Only)
Actual Revenues	\$ 8,482,063	\$ 977,871	\$ 827,311	\$ 142,569	\$ -	\$ 73,398	\$ 221,521	\$ 321,756	\$ 31,885	\$ 11,078,374
Actual Expenditures	(2,054,725)	(129,578)	(94,816)	-	-	(141,712)	(295,819)	(16,192)	-	(2,732,842)
Other Financing Sources (Uses)	-	-	-	-	-	-	-	-	-	-
Excess (deficit) of Revenues and other financing sources over expenditures and other financing uses	6,427,338	848,293	732,495	142,569	-	(68,314)	(74,298)	305,564	31,885	8,345,532
Fund balances July 1, 2016 (est)	4,839,886	2,713,329	6,491,424	1,437,892	4,733,968	2,351,119	(10,821)	2,362,973	29,780	24,949,550
Fund balances July 31, 2016	\$ 11,267,224	\$ 3,561,622	\$ 7,223,919	\$ 1,580,461	\$ 4,733,968	\$ 2,282,805	\$ (85,119)	\$ 2,668,537	\$ 61,665	\$ 33,295,082

Illinois Valley Community College District No. 513  
Fiscal Year 2017 Budget to Actual Comparison  
For the one month ended July 31, 2016

	Annual Budget FY2017	Actual 7/31/16	Act/Budget 8.3%	Actual 7/31/15	Act/Budget 8.3%	Annual Budget FY2016
<b>EDUCATION FUND REVENUES</b>						
Local Government Sources:						
Current Taxes	\$ 7,708,916	\$ 4,247,048	55.1%	\$ 3,031,606	44.4%	\$ 6,826,706
Corporate Personal Property Replacement Tax	1,098,835	-	0.0%	-	0.0%	873,556
TIF Revenues	381,000	-	0.0%	-	0.0%	381,000
Total Local Government	9,188,751	4,247,048	46.2%	3,031,606	37.5%	8,081,262
State Government:						
ICCB Credit Hour Grant	1,419,017	-	0.0%	-	0.0%	2,009,096
Equalization	50,000	-	0.0%	-	0.0%	50,000
Career/Technical Education Formula Grant	190,000	-	0.0%	-	0.0%	165,000
Other	-	-	0.0%	-	0.0%	-
Total State Government	1,659,017	-	0.0%	-	0.0%	2,224,096
Federal Government						
PELL Administrative Fees	8,000	-	0.0%	-	0.0%	8,300
Total Federal Government	8,000	-	0.0%	-	0.0%	8,300
Student Tuition and Fees:						
Tuition	7,344,081	3,810,426	51.9%	3,796,465	51.0%	7,451,219
Fees	846,132	410,440	48.5%	430,812	48.0%	897,300
Total Tuition and Fees	8,190,213	4,220,866	51.5%	4,227,277	50.6%	8,348,519
Other Sources:						
Public Service Revenue	427,800	13,143	3.1%	3,191	0.7%	428,950
Other	107,163	1,006	0.9%	172	0.2%	90,102
Total Other Sources	534,963	14,149	2.6%	3,363	0.6%	519,052
<b>TOTAL EDUCATION FUND REVENUE</b>	<b>\$ 19,580,944</b>	<b>8,482,063</b>	<b>43.3%</b>	<b>7,262,246</b>	<b>37.9%</b>	<b>19,181,229</b>
	<b>Annual Budget FY2017</b>	<b>Actual 7/31/16</b>	<b>Act/Budget 8.3%</b>	<b>Actual 7/31/15</b>	<b>Act/Budget 8.3%</b>	<b>Annual Budget FY2016</b>
<b>EDUCATION FUND EXPENDITURES</b>						
Instruction:						
Salaries	8,822,920	791,466	9.0%	1,092,591	12.3%	8,915,712
Employee Benefits	1,655,386	107,536	6.5%	152,102	9.6%	1,585,859
Contractual Services	186,403	6,538	3.5%	10,135	6.9%	147,647
Materials & Supplies	444,189	8,347	1.9%	9,790	2.1%	461,421
Conference & Meeting Expenses	107,169	280	0.3%	288	0.3%	92,169
Fixed Charges	197,500	139,690	70.7%	-	0.0%	197,500
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay	15,999	-	0.0%	-	0.0%	4,094
Other	-	-	0.0%	-	0.0%	-
Total Instruction	11,429,566	1,053,857	9.2%	1,284,906	11.1%	11,404,402

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Illinois Valley Community College District No. 513  
Fiscal Year 2017 Budget to Actual Comparison  
For the one month ended July 31, 2016

	Annual Budget FY2017	Actual 7/31/16	Act/Budget 8.3%	Actual 7/31/15	Act/Budget 8.3%	Annual Budget FY2016
<b>EDUCATION FUND EXPENDITURES (continued)</b>						
Academic Support:						
Salaries	\$ 669,903	\$ 57,882	8.6%	\$ 76,782	11.1%	\$ 692,859
Employee Benefits	129,256	7,773	6.0%	14,887	10.3%	144,988
Contractual Services	184,276	99,553	54.0%	11,595	6.7%	172,207
General Materials & Supplies	232,080	21,022	9.1%	15,990	3.4%	473,885
Conference & Meeting Expenses	9,010	-	0.0%	-	0.0%	11,445
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	26,160	1,545	5.9%	2,700	10.7%	25,343
Capital Outlay	-	-	0.0%	-	0.0%	78,750
Other	-	-	0.0%	-	0.0%	-
Total Academic Support	1,250,685	187,775	15.0%	121,954	7.6%	1,599,477
Student Services:						
Salaries	1,245,962	107,409	8.6%	147,924	12.1%	1,226,134
Employee Benefits	327,463	20,349	6.2%	26,211	8.1%	322,348
Contractual Services	8,300	2,350	28.3%	1,900	25.7%	7,400
Materials & Supplies	62,129	1,547	2.5%	2,481	4.6%	54,260
Conference & Meeting Expenses	30,895	163	0.5%	160	0.7%	22,955
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Utilities	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Student Services	1,674,749	131,818	7.9%	178,676	10.9%	1,633,097
Public Services/Continuing Education:						
Salaries	514,353	42,617	8.3%	61,832	13.6%	453,520
Employee Benefits	86,351	4,807	5.6%	7,153	13.9%	51,310
Contractual Services	250,600	34,846	13.9%	12,139	5.4%	224,150
Materials & Supplies	90,320	7,830	8.7%	4,960	6.3%	78,350
Conference & Meeting Expenses	19,375	-	0.0%	423	2.2%	19,465
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	500	-	0.0%	-	0.0%	750
Total Public Services/Continuing Education	961,499	90,100	9.4%	86,507	10.5%	827,545
Institutional Support:						
Salaries	1,834,609	177,361	9.7%	199,022	11.1%	1,792,349
Employee Benefits	580,295	58,399	10.1%	55,913	11.5%	486,552
Contractual Services	542,830	238,483	43.9%	236,941	38.0%	623,325
Materials & Supplies	447,585	51,748	11.6%	39,863	7.9%	502,230
Conference & Meeting Expenses	73,390	230	0.3%	184	0.3%	60,150
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	26,395	474	1.8%	1,100	10.8%	10,228
Capital Outlay	237,000	-	0.0%	-	0.0%	157,250
Other	-	(1)	0.0%	(325)	-1.3%	24,375
Provision for Contingency	222,092	-	0.0%	-	0.0%	151,767
Total Institutional Support	4,023,396	526,694	13.1%	532,698	14.0%	3,808,226
Scholarships, Grants and Waivers	493,400	64,481	13.1%	79,199	16.2%	488,750
<b>TOTAL EDUCATION FUND EXPENDITURES</b>	<b>\$ 19,833,295</b>	<b>\$ 2,054,725</b>	<b>10.4%</b>	<b>\$ 2,263,940</b>	<b>11.5%</b>	<b>\$ 19,761,497</b>
<b>INTERFUND TRANSFERS - NET</b>	<b>\$ 252,352</b>	<b>\$ -</b>	<b>0.0%</b>	<b>\$ -</b>	<b>0.0%</b>	<b>\$ 580,268</b>



Illinois Valley Community College District No. 513  
Fiscal Year 2017 Budget to Actual Comparison  
For the one month ended July 31, 2016

**OPERATIONS & MAINTENANCE FUND REVENUES**

	Annual Budget FY2017	Actual 7/31/16	Act/Budget 8.3%	Actual 7/31/15	Act/Budget 8.3%	Annual Budget FY2016
Local Government Sources:						
Current Taxes	\$ 1,200,000	\$ 661,021	55.1%	\$ 539,775	45.1%	\$ 1,197,142
Corporate Personal Property Replacement Tax	178,500	-	0.0%	-	0.0%	165,921
TIF	127,000	-	0.0%	-	0.0%	127,000
Total Local Government	1,505,500	661,021	43.9%	539,775	36.2%	1,490,063
State Government:						
ICCB Credit Hour Grant	218,833	-	0.0%	-	0.0%	174,704
Total State Government	218,833	-	0.0%	-	0.0%	174,704
Student Tuition and Fees:						
Tuition	585,844	309,917	52.9%	309,338	50.7%	610,408
Total Tuition and Fees	585,844	309,917	52.9%	309,338	50.7%	610,408
Other Sources:						
Facilities Revenue	135,000	6,933	5.1%	10,234	8.2%	125,000
Investment Revenue	2,000	-	0.0%	128	8.5%	1,500
Other	-	-	0.0%	(261)	-	-
Total Other Sources	137,000	6,933	5.1%	10,101	8.0%	126,500
<b>TOTAL OPERATIONS &amp; MAINTENANCE FUND REVENUES</b>	<b>\$ 2,447,177</b>	<b>\$ 977,871</b>	<b>40.0%</b>	<b>\$ 859,214</b>	<b>35.8%</b>	<b>\$ 2,401,675</b>

**OPERATIONS & MAINTENANCE FUND**

	Annual Budget FY2017	Actual 07/31/16	Act/Budget 8.3%	Actual 07/31/15	Act/Budget 8.3%	Annual Budget FY2016
Operations & Maintenance of Plant:						
Salaries	\$ 898,774	\$ 64,747	7.2%	\$ 94,818	10.9%	\$ 870,560
Employee Benefits	256,648	15,567	6.1%	20,964	8.0%	261,511
Contractual Services	214,300	9,063	4.2%	6,695	3.4%	196,000
General Materials & Supplies	230,070	7,031	3.1%	2,553	1.1%	224,070
Conference & Meeting Expenses	5,675	-	0.0%	-	0.0%	5,675
Fixed Charges	64,500	52	0.1%	85	0.1%	69,750
Utilities	776,250	28,270	3.6%	41,105	6.3%	649,713
Capital Outlay	-	-	0.0%	(47,532)	-50.6%	94,000
Provision for Contingency	-	-	0.0%	-	0.0%	25,000
Other	(63,000)	-	0.0%	-	0.0%	(63,000)
Total Operations & Maintenance of Plant	2,383,217	124,730	5.2%	118,688	5.1%	2,333,279
Institutional Support:						
Salaries	43,808	3,922	9.0%	4,843	10.1%	48,149
Employee Benefits	10,103	661	6.5%	1,091	10.6%	10,297
Contractual Services	2,500	-	0.0%	2,491	166.1%	1,500
Materials & Supplies	3,340	265	7.9%	450	13.0%	3,450
Conference & Meeting Expenses	-	-	0.0%	-	0.0%	-
Fixed Charges	4,210	-	0.0%	-	0.0%	5,000
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Institutional Support	63,961	4,848	7.6%	8,875	13.0%	68,396
<b>TOTAL OPERATIONS &amp; MAINTENANCE FUND EXPENDITURES</b>	<b>\$ 2,447,178</b>	<b>\$ 129,578</b>	<b>5.3%</b>	<b>\$ 127,563</b>	<b>5.3%</b>	<b>\$ 2,401,675</b>

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Illinois Valley Community College District No. 513  
 Fiscal Year 2017 Budget to Actual Comparison  
 For the one month ended July 31, 2016  
 (unaudited)

	Annual Budget FY2017	Actual 7/31/16	Act/Budget 8.3%	Actual 7/31/15	Act/Budget 8.3%	Annual Budget FY2016
<b>OPERATIONS &amp; MAINTENANCE FUND (RESTRICTED)</b>						
Local Government Sources						
Current Taxes	\$ 1,576,454	\$ 827,311	52.5%	\$ 674,721	45.1%	\$ 1,496,428
State Government Sources	-	-	0.0%	-	0.0%	235,000
Investment Revenue	8,500	-	0.0%	465	13.0%	3,572
Other Revenue	-	-	0.0%	-	0.0%	-
<b>TOTAL OPERATIONS &amp; MAINTENANCE FUND (RESTRICTED) REVENUES</b>	<b>\$ 1,584,954</b>	<b>827,311</b>	<b>52.2%</b>	<b>675,186</b>	<b>38.9%</b>	<b>1,735,000</b>
<b>OPERATIONS &amp; MAINTENANCE FUND (RESTRICTED)</b>						
Operations & Maintenance						
Contractual Services	-	-	0.0%	-	0.0%	-
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	1,450,000	94,816	6.5%	223,017	7.5%	2,977,071
<b>TOTAL OPERATIONS &amp; MAINTENANCE FUND (RESTRICTED) EXPENDITURES</b>	<b>\$ 1,450,000</b>	<b>94,816</b>	<b>6.5%</b>	<b>223,017</b>	<b>7.5%</b>	<b>2,977,071</b>
<b>INTERFUND TRANSFERS - NET</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>		<b>\$ -</b>
<b>BOND &amp; INTEREST FUND</b>						
Local Government Sources						
Current Taxes	\$ 265,000	\$ 142,569	53.8%	\$ 570,811	45.0%	\$ 1,267,175
Investment Revenue	1,400	-	0.0%	89	8.9%	1,000
<b>TOTAL BOND &amp; INTEREST FUND REVENUES</b>	<b>266,400</b>	<b>142,569</b>	<b>53.5%</b>	<b>570,900</b>	<b>45.0%</b>	<b>1,268,175</b>
<b>BOND &amp; INTEREST FUND</b>						
Institutional Support:						
Debt Principal Retirement	\$ 265,000	-	0.0%	-	0.0%	1,245,000
Interest on Bonds	3,313	-	0.0%	-	0.0%	22,188
Fees	500	-	0.0%	-	0.0%	500
<b>TOTAL BOND &amp; INTEREST EXPENDITURES</b>	<b>\$ 268,813</b>	<b>\$ -</b>	<b>0.0%</b>	<b>\$ -</b>	<b>0.0%</b>	<b>\$ 1,267,688</b>
<b>WORKING CASH FUND</b>						
Investment Revenue	\$ 20,000	\$ -	0.0%	\$ 146	0.7%	\$ 20,000
<b>TOTAL WORKING CASH REVENUES</b>	<b>20,000</b>	<b>-</b>	<b>0.0%</b>	<b>146</b>	<b>0.7%</b>	<b>20,000</b>
Transfers In (Out)	\$ 20,000	\$ -	0.0%	\$ -	0.0%	\$ 70,000

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Illinois Valley Community College District No. 513  
 Fiscal Year 2017 Budget to Actual Comparison  
 For the one month ended July 31, 2016

	Annual Budget FY2017	Actual 7/31/16	Act/Budget 8.3%	Actual 7/31/15	Act/Budget 8.3%	Annual Budget FY2016
<b>AUXILIARY ENTERPRISES FUND</b>						
Service Fees	\$ 2,257,200	\$ 73,119	3.2%	\$ 88,124	3.7%	\$ 2,385,600
Other Revenue	-	279	0.0%	-	0.0%	-
Investment Revenue	1,700	-	0.0%	184	6.1%	3,000
<b>TOTAL AUXILIARY ENTERPRISES FUND REVENUES</b>	<b>2,258,900</b>	<b>73,398</b>	<b>3.2%</b>	<b>88,308</b>	<b>3.7%</b>	<b>2,388,600</b>
<b>AUXILIARY ENTERPRISES FUND</b>						
Salaries	320,725	28,658	8.9%	32,381	9.5%	339,239
Employee Benefits	93,123	4,092	4.4%	8,026	8.9%	89,872
Contractual Services	46,000	140	0.3%	3,167	7.5%	42,230
Materials & Supplies	1,857,965	108,822	5.9%	100,069	5.1%	1,973,765
Conference & Meeting	27,255	-	0.0%	-	0.0%	28,430
Fixed Charges	64,282	-	0.0%	-	0.0%	45,150
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay/Depreciation	33,391	-	0.0%	-	0.0%	5,748
Other	104,500	-	0.0%	-	0.0%	111,500
<b>TOTAL AUXILIARY ENTERPRISES EXPENDITURES</b>	<b>2,547,241</b>	<b>141,712</b>	<b>5.6%</b>	<b>143,643</b>	<b>5.4%</b>	<b>2,635,934</b>
<b>Transfer In (Out)</b>	<b>\$(180,938)</b>	<b>\$ -</b>	<b>0.0%</b>	<b>\$ -</b>	<b>0.0%</b>	<b>\$(475,336)</b>

	Annual Budget FY2017	Actual 7/31/16	Act/Budget 8.3%	Actual 7/31/15	Act/Budget 8.3%	Annual Budget FY2016
<b>RESTRICTED PURPOSES FUND</b>						
State Government Sources	-	-	0.0%	21,321	6.8%	313,970
Federal Government Sources	5,731,194	221,521	3.9%	264,713	4.5%	5,826,932
Service Fees	1,500	-	0.0%	32,375	1079.2%	3,000
Nongovernmental gifts or grants	65,857	-	0.0%	18,900	0.0%	-
Other Revenue	-	-	0.0%	21	0.0%	58,768
<b>TOTAL RESTRICTED PURPOSES FUND REVENUES</b>	<b>5,798,551</b>	<b>221,521</b>	<b>3.8%</b>	<b>337,330</b>	<b>5.4%</b>	<b>6,202,670</b>
<b>RESTRICTED PURPOSES FUND</b>						
Instruction:						
Salaries	221,132	15,153	6.9%	32,919	6.9%	474,258
Employee Benefits	62,178	4,892	7.9%	9,915	9.1%	108,540
Contractual Services	19,235	240	1.2%	-	0.0%	25,135
Materials & Supplies	22,822	10,926	47.9%	10,065	17.4%	57,846
Conference & Meeting	22,749	240	1.1%	1,451	6.0%	24,339
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	-	-	0.0%	-	0.0%	2,500
Capital Outlay	14,023	5,116	36.5%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
<b>Total Instruction</b>	<b>362,139</b>	<b>\$ 36,567</b>	<b>10.1%</b>	<b>\$ 54,350</b>	<b>7.8%</b>	<b>\$ 692,618</b>

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Illinois Valley Community College District No. 513  
 Fiscal Year 2017 Budget to Actual Comparison  
 For the one month ended July 31, 2016

	Annual Budget FY2017	Actual 7/31/16	Act/Budget 8.3%	Actual 7/31/15	Act/Budget 8.3%	Annual Budget FY2016
<b>RESTRICTED PURPOSES FUND</b>						
Student Services						
Salaries	196,440	13,875	7.1%	19,249	10.1%	189,882
Employee Benefits	87,705	5,294	6.0%	7,708	10.0%	77,435
Contractual Services	2,500	(99)	-4.0%	474	22.0%	2,150
Materials & Supplies	1,926	-	0.0%	17	0.8%	2,100
Conference & Meeting	1,500	-	0.0%	-	0.0%	3,071
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Tuition Waivers (TRIO Grant)	9,000	1,800	20.0%	-	0.0%	16,014
Total Student Services	299,071	20,870	7.0%	27,448	9.4%	290,652
Public Service						
Salaries	53,038	10,074	19.0%	12,345	8.2%	149,970
Employee Benefits	16,319	1,802	11.0%	2,717	6.8%	39,999
Contractual Services	500	-	0.0%	1,095	219.0%	500
Materials & Supplies	500	-	0.0%	-	0.0%	1,731
Conference & Meeting	500	49	9.8%	(44)	-1.6%	2,800
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Public Service	70,857	11,925	16.8%	16,113	8.3%	195,000
Institutional Support						
Salaries (Federal Work Study)	\$ 89,554	\$ -	0.0%	\$ -	0.0%	\$ 88,364
Total Institutional Support	89,554	-	0.0%	-	0.0%	88,364
Student grants and waivers (PELL & SEOG)	4,986,429	226,457	4.5%	299,246	6.0%	4,987,268
<b>TOTAL RESTRICTED FUND EXPENDITURES</b>	<b>5,808,050</b>	<b>295,819</b>	<b>5.1%</b>	<b>369,709</b>	<b>5.9%</b>	<b>6,253,902</b>
Transfer in (Out)	\$ -	\$ -	0.0%	\$ -	0.0%	\$ 26,482

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Illinois Valley Community College District No. 513  
 Fiscal Year 2017 Budget to Actual Comparison  
 For the one month ended July 31, 2016

	Annual Budget FY2017	Actual 7/31/16	Act/Budget 8.3%	Actual 7/31/15	Act/Budget 8.3%	Annual Budget FY2016
<b>LIABILITY, PROTECTION, &amp; SETTLEMENT FUND</b>						
Local Government Sources	\$ 868,950	\$ 321,756	37.0%	\$ 121,595	45.0%	\$ 270,255
Investment Revenue	10,000	-	0.0%	22	0.4%	5,000
Other	-	-	0.0%	-	0.0%	-
<b>TOTAL LIABILITY, PROTECTION &amp; SETTLEMENT FUND REVENUES</b>	<b>878,950</b>	<b>321,756</b>	<b>36.6%</b>	<b>121,617</b>	<b>44.2%</b>	<b>275,255</b>
<b>LIABILITY, PROTECTION, &amp; SETTLEMENT FUND EXPENDITURES</b>						
Operations & Maintenance of Plant	\$ 429,075	\$ 2,495	0.6%	\$ 556	0.2%	\$ 356,550
Contractual Services	200	-	0.0%	-	0.0%	330
Material & Supplies	305	-	0.0%	33	6.6%	500
Conference & Meeting	450	10	2.2%	-	0.0%	550
Utilities	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
Total for Operations & Maintenance of Plant	\$ 430,030	\$ 2,505	0.6%	\$ 589	0.2%	\$ 357,930
<b>LIABILITY, PROTECTION, &amp; SETTLEMENT FUND EXPENDITURES</b>						
Institutional Support	\$ 80,332	\$ 8,694	10.8%	\$ 9,106	10.1%	\$ 90,462
Salaries	210,660	4,793	6.0%	994	0.5%	211,001
Employee Benefits	111,950	-	0.0%	-	0.0%	23,150
Contractual Services	300	-	0.0%	-	0.0%	1,550
Materials & Supplies	-	-	0.0%	-	0.0%	-
Conference & Meeting	344,600	200	0.1%	39,600	12.4%	319,850
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Institutional Support	747,842	13,687	1.8%	49,700	7.7%	646,013
<b>TOTAL LIABILITY, PROTECTION, &amp; SETTLEMENT FUND EXPENDITURES</b>	<b>1,177,872</b>	<b>16,192</b>	<b>1.4%</b>	<b>50,289</b>	<b>5.0%</b>	<b>1,003,943</b>
<b>AUDIT FUND</b>						
Local Government Sources	\$ 36,125	\$ 31,885	88.3%	\$ 17,179	45.6%	\$ 37,708
Investment Revenue	100	-	0.0%	1	0.4%	250
<b>TOTAL AUDIT FUND REVENUES</b>	<b>36,225</b>	<b>31,885</b>	<b>88.0%</b>	<b>17,180</b>	<b>45.3%</b>	<b>37,958</b>
<b>AUDIT FUND</b>						
Contractual Services	\$ 35,750	\$ -	0.0%	\$ 6,650	19.0%	\$ 35,000
<b>TOTAL AUDIT FUND EXPENDITURES</b>	<b>35,750</b>	<b>-</b>	<b>0.0%</b>	<b>6,650</b>	<b>19.0%</b>	<b>35,000</b>

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Illinois Valley Community College District No. 513  
 Fiscal Year 2017 Budget to Actual Comparison  
 All Funds - By Budget Officer  
 For the one month ended July 31, 2016

Department	Annual Budget FY2017	Actual 7/31/2016	Act/Budget 100.0%	Explanation
President	\$ 340,432	\$ 34,152	10.0%	
Board of Trustees	3,250	-	0.0%	
Community Relations	399,468	40,282	10.1%	
Continuing Education	918,353	94,966	10.3%	
Facilities	3,833,216	219,546	5.7%	
Information Technologies	2,656,087	432,741	16.3%	
Academic Affairs	362,918	33,281	9.2%	
Academic Affairs (AVPCE)	593,634	187,407	31.6%	
Adult Education	263,324	21,494	8.2%	
Learning Technologies	584,316	64,876	11.1%	
Career & Tech Education Division	1,733,397	106,594	6.1%	
Natural Science & Business Division	2,346,394	190,720	8.1%	
Humanities & Fine Arts/Social Science Division	2,194,226	176,645	8.1%	
Health Professions Division	2,214,425	200,079	9.0%	
English, Mathematics, Education Division	2,609,010	216,710	8.3%	
Admissions & Records	392,338	29,770	7.6%	
Counseling	656,795	53,174	8.1%	
Student Services	170,125	15,348	9.0%	
Financial Aid	5,288,862	257,710	4.9%	
Athletics	265,954	18,777	7.1%	
TRIO (Student Success Grant)	299,071	20,870	7.0%	
Campus Security	428,125	10	0.0%	
Business Services/General Institution	1,205,382	92,169	7.6%	
Risk Management	602,747	16,181	2.7%	
Tuition Waivers	493,400	64,482	13.1%	
Purchasing	117,799	-	0.0%	
Human Resources	132,335	10,329	7.8%	
Bookstore	2,287,426	117,170	5.1%	
Shipping & Receiving	63,961	4,848	7.6%	
Copy Center	111,429	12,511	11.2%	
<b>Total FY16 Expenditures</b>	<b>\$ 33,568,199</b>	<b>\$ 2,732,842</b>	<b>8.1%</b>	

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**Illinois Valley Community College**  
**Statement of Cash Flows**  
**for the Month ended July 31, 2016**

	EDUCATION	OP/MAINT	OP / MAINT. RESTRICTED	BOND & INTEREST	AUXILIARY	RESTRICTED	WORKING CASH	AUDIT	LIAB. PROT. & SETTLEMENT	GRNTS. LNS & SCHOLARSHIPS	TOTAL
Balance on Hand	\$ 627,650.40	\$ 234,917.55	\$ 109,197.41	\$ 174,744.35	\$ 659,461.64	\$ (396,622.66)	\$ 1,260,270.34	\$ 12,749.45	\$ 332,134.67	\$ 19,565.11	\$ 3,034,068.26
Total Receipts	4,789,322.92	694,119.08	823,453.62	141,907.78	103,854.71	-	7,937.66	31,795.85	320,285.80	30,768.40	6,943,445.82
Total Cash	5,416,973.32	929,036.63	932,651.03	316,652.13	763,316.35	(396,622.66)	1,268,208.00	44,545.30	652,420.47	50,333.51	9,977,514.08
Due To/From Accts	213,046.33	-	-	-	-	-	-	-	-	(213,046.33)	-
Transfers/Bank CDs	20.72	-	-	-	-	-	-	-	-	-	20.72
Expenditures	(1,857,906.62)	(172,308.59)	(94,815.72)	-	(115,627.33)	(74,948.97)	-	(3,400.00)	(42,494.16)	(372.00)	(2,361,873.39)
ACCOUNT BALANCE	3,772,133.75	756,728.04	837,835.31	316,652.13	647,689.02	(471,571.63)	1,268,208.00	41,145.30	609,926.31	(163,084.82)	7,615,661.41
Deposits in Transit	(105,401.26)	-	-	-	-	-	-	-	-	-	(105,401.26)
Outstanding Checks	392,138.57	-	-	-	-	-	-	-	-	-	392,138.57
BANK BALANCE	4,058,871.06	756,728.04	837,835.31	316,652.13	647,689.02	(471,571.63)	1,268,208.00	41,145.30	609,926.31	(163,084.82)	7,902,398.72
Certificates of Deposit	-	-	1,000,000.00	-	248,000.00	-	2,395,491.76	-	1,100,000.00	-	4,743,491.76
Illinois Funds	620,647.93	1,866,359.10	2,662,622.41	633,971.60	232,487.94	264,333.95	901,976.01	2,320.43	1,139.47	213,046.33	7,398,905.17
CDB Trust Fund CTC	-	-	2,991.00	-	-	-	-	-	-	-	2,991.00
Bldg Reserve-ILLFund	-	-	1,085,349.13	-	-	-	-	-	-	-	1,085,349.13
Total Investment	\$ 620,647.93	\$ 1,866,359.10	\$ 3,750,962.54	\$ 633,971.60	\$ 480,487.94	\$ 264,333.95	\$ 3,297,467.77	\$ 2,320.43	\$ 1,101,139.47	\$ 213,046.33	\$ 12,230,737.06

Respectfully submitted,



Cheryl Roelfsema  
Vice President for Business Services and Finance

LaSalle State Bank \$ 223,476.80

Centre Bank 7,678,921.92

\$ 7,902,398.72

ILLINOIS VALLEY COMMUNITY COLLEGE  
INVESTMENT STATUS REPORT  
July 31, 2016

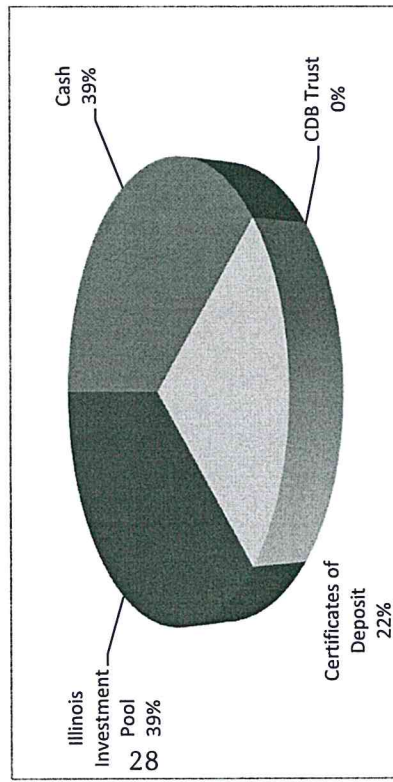
<u>DUE</u>	<u>Education</u>	<u>Oper &amp; Maint</u>	<u>O&amp;M Restricted</u>	<u>Bond &amp; Int</u>	<u>Auxiliary</u>	<u>Working Cash</u>	<u>Liability Protection &amp; Settlement</u>	<u>Total</u>	<u>Bank</u>	<u>Rate %</u>	<u>APY %</u>	<u>Certificate Number</u>
10/29/2016							1,003,003	1,003,003	MB	0.60%	0.60%	916139
11/7/2016						150,485		150,485	MB	0.65%	0.65%	915192
4/2/2017						1,000,000		1,000,000	LSB	0.39%	0.39%	
4/10/2017						248,000		248,000	MBS	0.85%	0.85%	
4/13/2017							1,000,000	1,000,000	CB	0.70%	0.70%	2131035592
4/22/2017							100,000	100,000	MB	0.60%	0.60%	914161
7/18/2017						997,492		997,492	MBS	1.24%	1.24%	RMB-02732
5/20/2020					248,000			248,000	MBS	2.05%	2.05%	
<b>Total CD</b>	-	-	-	-	248,000	2,395,977	2,103,003	4,746,980				

CB	Centrue Bank	MB	Marseilles Bank
HBT	Heartland Bank and Trust	MBS	Multi-Bank Securities, Inc.
FSB	First State Bank of Mendota	MSB	Midland State Bank
HNB	Hometown National Bank	NCB	North Central Bank - Ladd
LSB	LaSalle State Bank	PFS	Peru Federal Savings

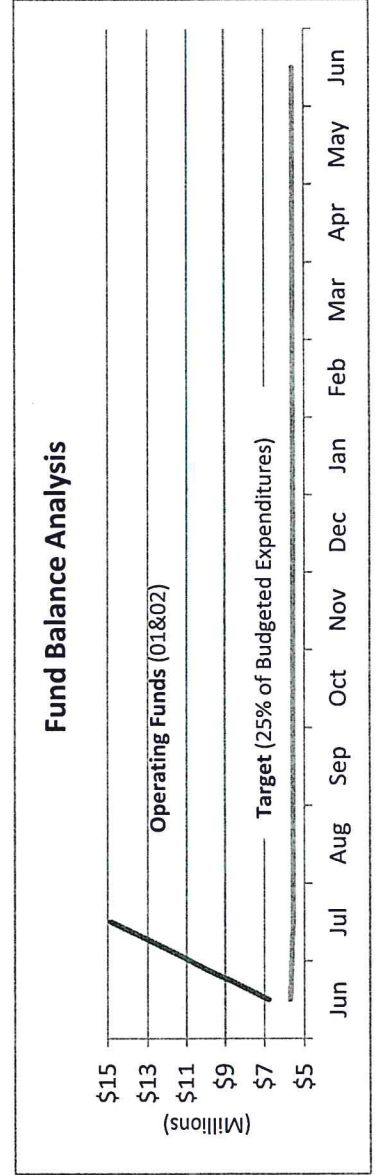
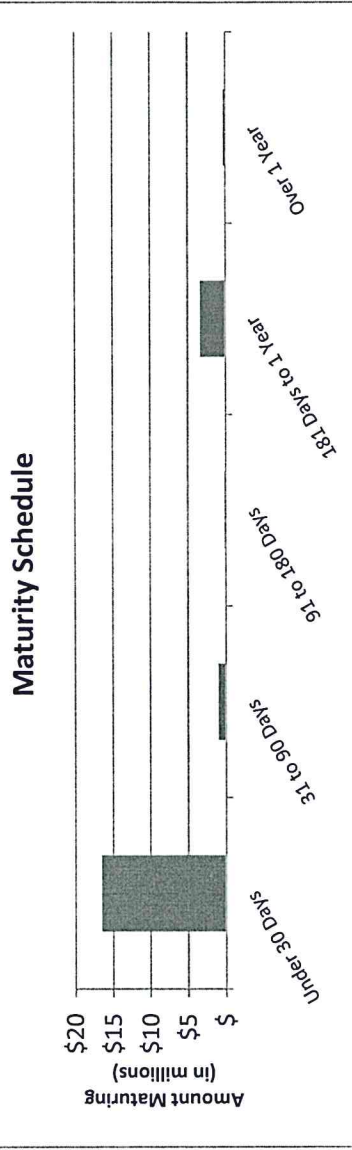
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Illinois Valley Community College District No. 513  
 Investment Status Report  
 All Funds  
 July 31, 2016

Instrument	Current Portfolio Distribution	Current Portfolio	Weighted Average Yield
Cash	38.9%	\$ 8,284,150	0.34%
CDB Trust	0.0%	2,991	0.10%
Certificates of Deposit	22.3%	4,746,980	0.80%
Illinois Investment Pool	38.8%	8,269,576	0.36%
<b>Total</b>		<b>\$ 21,303,697</b>	<b>0.48%</b>



Institution	Illinois Investment Pool	Certificates of Deposit	Cash & Trusts	Total	Current Distribution
IL Funds (US Bank)	\$ 8,269,576	-	-	\$ 8,269,576	39%
Centrue Bank	-	1,000,000	7,841,777	\$ 8,841,777	42%
North Central Bank	-	-	-	-	0%
Heartland Trust Acct	-	-	2,991	2,991	0%
LaSalle State Bank	-	1,000,000	286,524	1,286,524	6%
First State Bank	-	-	-	-	0%
Multi Bank Securities	-	1,493,492	-	1,493,492	7%
Heartland Bank	-	-	155,849	155,849	1%
Marseilles Bank	-	1,253,488	-	1,253,488	6%
<b>Total</b>	<b>\$ 8,269,576</b>	<b>\$ 4,746,980</b>	<b>\$ 8,287,141</b>	<b>\$ 21,303,697</b>	<b>100%</b>



W



\$5,000 and Over Disbursements  
07/01/16 - 07/31/16

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
728193	07/06/16	0099391	Blackboard, Inc.	\$ 7,041.25	Consulting-Pyramid Implementation
728196	07/06/16	0108916	CCIC	236,928.56	Health Insurance (July)
728199	07/06/16	0190646	CNE Gas Division, LLC	5,719.21	Natural Gas (May)
728215	07/06/16	0001524	LaSalle County Treasurer	7,177.58	Real Estate Taxes
728233	07/06/16	0082897	SURS	6,237.57	6% Penalty-Pietrolonardo
728247	07/07/16	0081443	American Express	27,031.60	CDW Government, Inc., Elsevier, Inc., McGraw Hill Publishing, Pearson Education, Inc.
728248	07/07/16	0001515	Ellucian, Inc.	236,014.00	Software License and Maintenance Renewals
ACH	07/07/16		Prudential	5,261.95	Life and Disability Insurance
728250	07/13/16	0001369	Ameren Illinois	53,230.83	Electricity (Main 05/12/16-06/13/16), Gas 06/01/16-07/01/16, Electricity (Ottawa 06/01/16-06/30/16)
728254	07/13/16	0156834	Are We There Yet?, LLC	29,931.00	Continuing Education-Apostle Islands Trip
728274	07/13/16	0148440	Illinois Tool Works, Inc.	6,250.00	Welding Equipment (Carl Perkins Grant)
728292	07/13/16	0170561	Respondus, Inc.	8,340.00	License Renewal
ACH	07/14/16		Internal Revenue Service	69,321.06	Federal Payroll Taxes (07/14/16)
ACH	07/14/16		Illinois Department of Revenue	16,278.18	State Payroll Taxes (07/14/16)
ACH	07/14/16		VALIC Retirement Services	15,442.69	403(b) & 457(b) Payroll (07/14/16)
728312	07/14/16	0082897	SURS	46,593.80	Payroll (07/14/16)
728531	07/20/16	0115159	City of Ottawa	132,000.00	Facility Rental (07/01/16-06/30/17)
728546	07/20/16	0181795	G4S Secure Solutions (USA) Inc.	31,737.65	Security Services (June)
728553	07/20/16	0204158	Interact Communications, Inc.	18,175.00	Marketing Materials
728555	07/20/16	0079038	IVCC Student Activity	7,800.00	Study Abroad Payment From Credit Card Receipt
728565	07/20/16	0101216	MBS Textbook Exchange, Inc.	7,939.07	Books for Resale
728583	07/20/16	0001331	Springfield Electric Supply	5,813.00	Instructional Supplies (Carl Perkins Grant) and Maintenance Electrical Supplies
728584	07/20/16	0001450	Thyssenkrupp Elevator Corporation	5,928.10	Elevator Maintenance/Repair
728586	07/20/16	0096904	The Higher Learning Commission	5,406.35	Dues
728589	07/20/16	0128401	Vanguard Contractors, Inc.	90,598.00	D225 Lecture Hall Renovations*
728594	07/20/16	0001927	Walter J Zukowski & Associates	6,734.00	Legal Services
728611	07/27/16	0123283	Bound Tree Medical	5,115.63	STAT Adult Manikin (Carl Perkins Grant)
728618	07/27/16	0185245	El Dorado Trading Group	10,674.40	Supplies for Resale (Bookstore)

\$5,000 and Over Disbursements  
07/01/16 - 07/31/16

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
728619	07/27/16	0109033	Elsevier Science	21,664.00	Books for Resale
728643	07/27/16	0194427	Unidesk Corporation	7,290.00	Software
728644	07/27/16	0066555	United States Postal Service	6,000.00	Postage Meter Reimbursement
728645	07/27/16	0093131	University of Illinois	10,993.90	Renewal of I-Share Assessment, SFX Database and CARLI Governing Membership Fees
ACH	07/28/16		Internal Revenue Service	70,594.43	Federal Payroll Taxes (07/28/16)
ACH	07/28/16		Illinois Department of Revenue	16,364.40	State Payroll Taxes (07/28/16)
ACH	07/28/16		VALIC Retirement Services	15,540.19	403(b) & 457(b) Payroll (07/28/16)
728670	07/28/16	0082897	SURS	47,822.99	Payroll (07/28/16)
				<b>\$ 1,300,990.39</b>	

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

Stipends For Pay Period 07/09/16

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	Gl. No.	Section Name	Section Title	Comments
Bosnich, Abbi J.	Assistant Volleyball Coach	07/01/16	06/24/17	06/24/17	ST	3,075.00	056430361151900			
Bruner, Joseph W.	LC Driver Improvement #1029/30	06/25/16	06/25/16	07/09/16	SS	315.00	014110394251320	CDV-6000-03	LaSalle Co Driver Improvement	
Coxtingim, Timothy M.	Mens Head Soccer Coach	07/01/16	06/24/17	06/24/17	ST	3,075.00	05643036051900			
Fanning, Brett M.	Granville Recreation	06/27/16	07/01/16	07/09/16	SS	200.00	056920597351900			
Fogle, Kyle K.	Granville Recreation Supervisor	06/27/16	07/01/16	07/09/16	SS	13.00	056920597351900			
Goode, Jason R.	Mens Head Baseball Coach	07/01/16	06/24/17	06/24/17	ST	6,856.00	056430360151900			
Harding, Suzanne	Coordinator Academic Success	07/01/16	06/24/17	06/24/17	ST	1,500.00	056430361451900			
Herman, Christopher W.	Mens Head Basketball Coach	07/01/16	06/24/17	06/24/17	ST	7,441.00	056430360251900			
Hodgson, Laura A.	Incoming Freshman Meetings	06/26/16	07/09/16	07/09/16	SS	1,115.06	011420730051340			
Jacobson, Justin E.	Assistant Mens Basketball Coach	07/01/16	06/24/17	06/24/17	ST	4,600.00	056430360251900			
Killian, Melissa J.	14 Sessions	06/26/16	07/09/16	07/09/16	SS	448.00	013230030851540			
Kromm, Samantha J.	Assistant Womens Basketball Coach	07/01/16	06/24/17	06/24/17	ST	4,600.00	056430360351900			
Leadingham, Paul	Testing Curl and Rice	06/30/16	06/30/16	07/09/16	SS	540.00	014210331051320			
Lukosus, James C.	Head Golf Coach	07/01/16	06/24/17	06/24/17	ST	6,249.00	056430360451900			
Milota, Julie K.	Mens & Womens Head Tennis Coach	07/01/16	06/24/17	06/24/17	ST	3,137.00	056430360951900			
Moskalewicz, James P.	35 Sessions	06/26/16	07/09/16	07/09/16	SS	1,120.00	013230030851540			
Newell, Leonard S.	Assistant Mens Baseball Coach	07/01/16	06/24/17	06/24/17	ST	4,600.00	056430360151900			
Polte, Erin R.	Head Volleyball Coach	07/01/16	06/24/17	06/24/17	ST	6,398.00	056430361151900			
Prime, Renee M.	35 Sessions	06/26/16	07/09/16	07/09/16	SS	1,120.00	013230030851540			
Prak, Thomas J.	Womens Head Basketball Coach	07/01/16	06/24/17	06/24/17	ST	8,036.00	056430360351900			
Pumo, Deborah J.	ALH 1000 101.16/SP Development	06/26/16	07/09/16	07/09/16	SS	1,920.00	011420730051340			
Pytel, Kyle E.	Training for Driver Improvement	06/29/16	06/29/16	07/09/16	SS	100.00	014110394251320			
Rebholz, Matthew R.	Training for Driver Improvement	06/29/16	06/29/16	07/09/16	SS	100.00	014110394251320			
Reeder, Brennan T.	BIO Lab Open Hours	06/15/16	08/10/16	08/20/16	SS	6,951.00	011120570051320			



Stipends For Pay Period 07/09/16

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Retoff, Dan J.	HLR 6105 636	06/06/16	06/27/16	07/09/16	SS	165.00	014110394151320	HLR-6105-636	Tai Chi Level II	
Ruda, Alyse N.	Granville Recreation	06/27/16	07/01/16	07/09/16	SS	157.50	056920597351900			
Smith, Tanya A.	YOU 1119 06 1118 06	06/20/16	06/23/16	07/09/16	SS	600.00	014110394151320	YOU-1118-06	Art & The Authors Who Inspire	
Stevenson, Nicole E.	Assistant to YOU 2119 2122 06	06/20/16	06/29/16	07/09/16	SS	202.13	014110394151320			
Tomasson, Cory J.	Student Activities Coordinator	07/01/16	06/24/17	06/24/17	ST	15,000.00	018120080051900			
Tomasson, Cory J.	Athletic Director	07/01/16	06/24/17	06/24/17	ST	15,300.00	056430361451220			
Tomasson, Cory J.	Head Softball Coach	07/01/16	06/24/17	06/24/17	ST	8,929.00	056430360751900			
Weston, Dennis W.	1st Video Game/Black Rocket	06/27/16	06/30/16	07/09/16	SS	400.00	014110394151320	YOU-2122-06	Make Your First 3D Video Game	
Young, Edward R.	Head Womens Soccer Coach	07/01/16	06/24/17	06/24/17	ST	3,075.00	056430360651900			
Total						117,337.69				

  
 Cheryl Roelfsema  
 Vice President of Business Services and Finance

  
 Dr. Jerry Corcoran  
 President

\*Earnings  
 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

Stipends For Pay Period 07/23/16

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Baker, Kathryn J.	SimNet Training	07/12/16	07/12/16	07/23/16	SS	\$50.00	011320410051320			
Eccles, Kimberly A.	SimNet Training	07/12/16	07/12/16	07/23/16	SS	\$50.00	011320410051320			
Fitzpatrick, Sara E.	Kids in The Kitchen Eat This	07/12/16	07/12/16	07/23/16	SS	\$300.00	014110394151320	YOU-4210-07	Kids in The Kitchen Eat This	
Fogle, Kyle K.	Healthy Kids	07/18/16	07/22/16	07/23/16	SS	\$225.00	056920597351900			
Gibson, James A.	Electrical Exams/PLC Training	07/08/16	07/19/16	07/23/16	SS	\$1,900.00	014210331051320			
Hall, Glenn S.	Camp Assistant	07/11/16	07/14/16	07/23/16	SS	\$123.75	014110394151320			
Hodgson, Laura A.	LPN Class Preparation & Pinning	07/10/16	07/23/16	07/23/16	SS	\$1,539.09	011420730051340			
Jauch, Christian M.	SimNet Training	07/12/16	07/12/16	07/23/16	SS	\$50.00	011320410051320			
Jenrich, Chuck	James Hardie Analysis Training	06/29/16	06/29/16	07/23/16	SS	\$2,225.00	014210331051320			
Killian, Melissa J.	42 Sessions	07/10/16	07/23/16	07/23/16	SS	\$1,344.00	013230030851540			Teaching of 11 of the 16 class sessions
Leadingham, Paul	WLD Series 302	07/05/16	08/10/16	08/20/16	ST	\$1,364.00	011320410051340			
Makransky, Martin T.	Minecraft Black Rocket App Attack	07/11/16	07/14/16	07/23/16	SS	\$750.00	014110394151320	YOU-2117-07	Minecraft Black Rocket App Attack	
Moskalewicz, James P.	35 Sessions	07/10/16	07/23/16	07/23/16	SS	\$1,120.00	013230030851540			
Pickens, Naomi M.	SimNet Training	07/12/16	07/12/16	07/23/16	SS	\$50.00	011320410051320			
Rebholz, Matthew R.	LC Driver Improvement #1031	07/13/16	07/13/16	07/23/16	SS	\$175.00	014110394251320	CDV-6000-03	LaSalle Co Driver Improvement	
Sarver, Gregory S.	LC Driver Improvement #1032	07/13/16	07/13/16	07/23/16	SS	\$150.00	014110394251320	CDV-6000-03	LaSalle Co Driver Improvement	
Sarver, Gregory S.	BC Driver Improvement #315	07/16/16	07/16/16	07/23/16	SS	\$150.00	014110394351320	CDV-7000-03	Bureau Co. Driver Improvement	
Swanson, Ashley S.	Camp Assistant YOU 4210 17	07/12/16	07/12/16	07/23/16	SS	\$28.88	014110394151320			
Turchi, Mary L.	SimNet Training	07/12/16	07/12/16	07/23/16	SS	\$50.00	011320410051320			
Total						11,644.72				

\*Earntypes

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

*Cheryl Roelfsema*  
 Cheryl Roelfsema  
 Vice President of Business Services and Finance

*Jerry Corcoran* 5/28/16  
 Jerry Corcoran  
 President

**Consortia Purchases**

The College has joined several purchasing consortia with the State of Illinois, the Illinois Community College System, and other higher education institutions. Membership in these consortia allows IVCC to purchase items that have already been through a bidding process by the consortia.

**Recommendation:**

**The administration recommends Board approval to purchase the following through buying consortia:**

- **Janitorial supplies from Interline Brands, Inc., d/b/a AmSan, Peoria, Illinois, at an estimated annual cost of \$40,000 through the Illinois Public Higher Education Cooperative (IPHEC).**
- **Elevator maintenance services from ThyssenKrupp Elevator Corporation, Peoria, Illinois, through National Joint Powers Alliance (NJPA) at an annual cost of \$25,007.36.**

KPI 5: Fiscal Responsibility/Affordability



**Daikin Applied Americas, Inc. Chiller Maintenance**

The maintenance service contract with Daikin Applied Americas, Inc. expired on June 30, 2016. The contract includes the option to renew for additional years.

Bids for the annual maintenance of four (4) McQuay Chillers were received and publicly opened on June 2, 2011. McQuay Factory Service (recently purchased by Daikin Applied Americas, Inc.), Wood Dale, Illinois, submitted the only proposal.

The administration is requesting Board approval to extend the existing contract with Daikin Applied Americas Inc. for the annual maintenance of four (4) McQuay Chillers for one (1) additional year.

**Recommendation:**

**The administration recommends Board approval to extend the existing contract with Daikin Applied Americas Inc. for one (1) additional year at a cost of \$38,900.**

KPI 5: Fiscal Responsibility/Affordability

**FY2017 Budget – Resolution to Adopt the Budget**

A notice of Public Hearing was published designating August 18, 2016 at 6:30 p.m. in the Board Room (C307) on the campus of Illinois Valley Community College for a public hearing. The tentative FY2017 budget has been on display in the Business Office since July 15, 2016.

**Recommendation:**

**The administration requests approval of the resolution to adopt the FY2017 Budget, as presented.**

KPI 5: Fiscal Responsibility/Affordability

RESOLUTION TO ADOPT BUDGET

RESOLUTION

WHEREAS, the Board of Trustees of Illinois Valley Community College District 513, counties of LaSalle, Bureau, Marshall, Lee, Putnam, DeKalb, Grundy and Livingston, State of Illinois, caused to be prepared in tentative form a budget, and the Secretary of this Board have made the same conveniently available to public inspection for at least 30 days prior to final action thereon; and

WHEREAS, a Public Hearing was held as to such budget on the 18th day of August, 2016, notice of said hearing was given at least 30 days prior thereto as required by law, and all other legal requirements have been complied with;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF ILLINOIS VALLEY COMMUNITY COLLEGE, DISTRICT 513, COUNTIES OF LASALLE, BUREAU, MARSHALL, LEE, PUTNAM, DEKALB, GRUNDY AND LIVINGSTON, as follows:

SECTION 1: That the fiscal year of this School District be and the same hereby is fixed and declared to commence July 1, 2016, and to end June 30, 2017.

SECTION 2: That the following Budget, attached hereto and made a part hereof, contains an estimate of amounts available in each fund, separately, and of expenditures from each fund be and the same is hereby adopted as the Budget of Illinois Valley Community College District 513 for said fiscal year.

Upon motion by Member \_\_\_\_\_ to adopt the above resolution, seconded by Member \_\_\_\_\_, a roll call vote was taken and the Members voted as follows:

<u>Members Voting Aye</u>	<u>Members Voting Nay</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____



RESOLUTION TO ADOPT BUDGET

Page 2

The Chairperson declared the Motion duly carried this 18th day of August,  
2016 .

\_\_\_\_\_

Chair, Board of Trustees

ATTEST:

\_\_\_\_\_

Secretary, Board of Trustees

ILLINOIS VALLEY COMMUNITY COLLEGE DISTRICT 513  
 SCHEDULE OF BUDGETED REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES (SUMMARY)  
 FISCAL YEAR ENDING June 30, 2017

	General Fund		Special Revenue Funds					Debt Service Fund	Proprietary Fund	Total (Memorandum Only)
	Education Fund	Operations and Maintenance Fund	Operations and Maintenance Fund (Restricted)	Maintenance Fund	Restricted Purposes Fund	Working Cash Fund	Liability, Protection, and Settlement Fund	Audit Fund	Bond and Interest Fund	
Budgeted Revenues	\$ 19,580,944	\$ 2,447,177	\$ 1,584,954	\$ 5,798,551	\$ 20,000	\$ 878,950	\$ 36,225	\$ 266,400	\$ 2,258,900	\$ 32,872,101
Budgeted Expenditures	(19,833,296)	(2,447,177)	(1,450,000)	(5,808,051)	-	(1,177,872)	(35,750)	(268,813)	(2,547,241)	(33,568,199)
Other Financing Sources	262,352	-	-	10,000	-	-	-	-	61,414	333,766
Other Financing Uses	(10,000)	-	-	-	(20,000)	-	-	-	(242,352)	(272,352)
Excess of Revenues and other financing sources over expenditures and other financing uses	0	0	134,954	500	-	(298,922)	475	(2,413)	(469,279)	(634,684)
Fund balances July 1, 2016 (estimated)	3,455,908	2,842,498	5,790,470	(12,414)	4,553,159	1,607,335	33,821	1,434,850	2,170,226	21,875,853
Fund balance June 30, 2017	\$ 3,455,908	\$ 2,842,498	\$ 5,925,424	\$ (11,914)	\$ 4,553,159	\$ 1,308,413	\$ 34,296	\$ 1,432,437	\$ 1,700,947	\$ 21,241,169

Official Budget was approved by the BOARD OF TRUSTEES:

DATE: \_\_\_\_\_

ATTEST: \_\_\_\_\_

**Faculty Retirement – Linda Thomas, Reading Instructor**

Linda Thomas, Reading Instructor, has submitted her notice of retirement effective December 31, 2016. Her retirement letter is attached.

Linda began her career at IVCC in 1988 as a part-time reading instructor while still teaching junior high and high school students at Marquette Academy in Ottawa. Linda also served as a counselor there. She began her full-time career at IVCC in 2000 as an Instructor in Reading (Developmental Writing/Reading). Linda has continued in that role for the past 16 years and has been instrumental in ensuring the success of our remedial students.

Linda was nominated in 2010 for the Stephen Charry Memorial Award for Teaching Excellence.

**Recommendation:**

**Accept with regret the retirement of Linda Thomas, Reading Instructor, effective December 31, 2016.**

KPI 5: Fiscal Responsibility/Affordability



1409 W. 61<sup>st</sup> Street  
Davenport IA 52806  
July 18, 2016

Glenna Jones and Robyn Schiffman  
Illinois Valley Community College  
815 North Orlando Smith Road  
Oglesby IL 61348

Dear Glenna Jones and Robyn Schiffman:

I am writing to officially express my decision to retire from teaching at Illinois Valley Community College on December 31, 2016. I have continued to learn during my experience at the college and have enjoyed the challenge and opportunity. I am proud of not only my time at IVCC but also of my entire forty-five year teaching career. I have always been an advocate for students' academics as well as their retention and success. I have enjoyed working for Robyn and have continued my lifelong learning journey under her leadership.

My husband, our children, and I have benefitted from the academic offerings at the college. Our oldest son, Brent, enrolled in IVCC classes through the dual enrollment program offered at Marquette High School. When he graduated from high school, he went directly into the engineering program at Marquette University where he earned his degree in Biomedical Engineering. Our youngest son, Ryan, earned his Associates at IVCC, BFA degree from Northern Illinois University and MFA degree from Southern Illinois University.

My siblings and I are first generation college graduates who had the luxury of growing up with parents who modeled a strong work ethic. My dad was a Holstein dairy farmer and my mother was the secretary to the deans of agriculture at the University of Wisconsin-Platteville. My siblings and I additionally benefited from their expectation for honesty, dependability, compassion, and perseverance.

This summer I finished reading the book *Grit: the Power of Passion and Perseverance* by psychologist, Angela Duckworth. She refers to three levels of work. On the lowest rung, work is merely a job. On the second level work is a career. On the highest level, work is a calling. I believe teaching has been a calling for me.

Sincerely,



Linda A. Thomas  
Reading/English Instructor

**RECEIVED**

JUL 19 2016

**Proposal Results –Wireless Duress Button System**

The administration issued a request for proposal for a Wireless Duress Button System. The College received proposals from Response Technologies, LTD., Harrison, OH and G4S Secure Integration LLC, Willowbrook, IL.

The proposed cost for the system is \$37,910.00 for Response Technologies, LTD. and \$47,442.50 for G4S Secure Integration LLC. The proposal details are below:

<b>Description</b>	<b>Response Technologies, LTD.</b>	<b>G4S Secure Integration LLC</b>
Centurion Elite Base System EOS100	\$22,500.00	\$22,610.00
Centurion Elite Wireless Sensor Receiver Module	\$600.00	\$798.00
Signal Booster (Includes Waterproof Case & Battery Backup) Qty 8	\$5,200.00	\$6,916.00
Vertex Radio Kit VX231 UHF (Radio included)	\$650.00	N/A
Programming/Installation/Training EOS50	\$2,800.00	3,724.00
Shipping/Handling	\$60.00	\$79.80
Centurion Elite Radio Integration Module	\$600.00	N/A
Duress Button – Single Button Qty 50	\$5,500.00	\$7,315.00
Labor	N/A	\$5,999.70

**Recommendation:**

**The administration recommends the Board accept the proposal from Response Technologies, LTD. for a Wireless Duress Button System in the amount of \$37,910.**

KPI 3: Service Excellence

**Bid Results –3D Printer**

Bids for a 3D Printer were received and publicly opened on July 27, 2016. Although JBH Technologies, Inc. Glenview, IL submitted the only bid, the administration is confident that this is a responsible bid based on past experiences with comparable technology. A summary of the bid is shown below.

<b>Model # Stratasys Dimension SST 1200es</b>	
CatalystEX Software (Site license)	
Start-up Supply Kit	\$32,900.00
One Year Warranty	
<b>Additional Items :</b>	
SST 1200es Educational Bonus Package (Ivory or Colors)	included
BST/SST 1200es Cart	\$ 1,356.00
Shipping, Installation & On-Site Training	<u>\$ 1,100.00</u>
<b>Sub-Total</b>	<b><u>\$35,356.00</u></b>
<b>Trade-In:</b>	
Stratasys DIMENSION SST	<u>\$ 1,645.00</u>
<b>Grand Total</b>	<b><u>\$33,711.00</u></b>

**Recommendation:**

**The administration recommends the Board accept the bid from JBH Technologies, Inc. as the lowest, most responsible bid for a 3D Printer in the amount of \$33,711.00.**

KPI 8: Utilization of Technology for Teaching and Learning



**Bid Results –Dental Digital X-Ray Sensors**

Bids for a Schick 33 Size 1 and Size 2 Digital X-ray Sensors were received and publicly opened on August 2, 2016. Patterson Dental, Wood Dale, IL submitted the only bid with the software that would work with the technology now in place. A summary of the bid is shown below:

Schick 33 Size 1 Sensor W/6’ Mfr# B1118000	\$8,999.00
Schick 33 Size 2 Sensor W/6’ Mfr# B1218000	\$7,395.00
USB Remote HS Cable(2 meter) Mfr# B2250151	\$84.00
<b>Grand Total</b>	<b><u>\$16,478.00</u></b>

This purchase will be paid for with FY2017 Perkins Grant funds.

**Recommendation:**

**The administration recommends the Board accept the bid from Patterson Dental as the lowest, most responsible bid for a Schick 33 Size 1 and Size 2 Digital X-ray Sensors from Patterson Dental in the amount of \$16,478.**

KPI 8: Utilization of Technology for Teaching and Learning

**Purchase Request – Automotive Department**

Each year, IVCC's Automotive Department offers repair and maintenance services to customers and also purchases instructional supplies for the program. The FY2017 estimated costs for supplies that total \$10,000 or more are listed below:

- Carquest of Peru – Peru, Illinois - **\$41,000**  
Parts and supplies for service and repairs to automobiles and instructional supplies
- L & L of Sterling, Inc. (Peru NAPA) – Peru, Illinois - **\$11,000**  
Parts and supplies for service and repairs to automobiles and instructional supplies

**Recommendation:**

**The administration recommends Board approval to expend an estimated \$41,000 for automotive parts and supplies from Carquest of Peru and an estimated \$11,000 from L & L of Sterling, Inc. for Fiscal Year 2017.**

KPI 1: Student Academic Success

### **Insurance Renewals**

All lines of insurance coverage have been reviewed by the College's insurance consultant, Bushue HR. They are recommending that the College renew all the following policies with current carriers.

- Property
- General Liability
- Commercial Auto
- Workers' Compensation
- School Board Legal Liability
- Umbrella
- Law Enforcement
- Media Liability
- Student Malpractice
- Foreign Liability

USI Insurance Services, LLC is the agent for the workers compensation coverage and the carrier is Accident Insurance Company. Arthur J. Gallagher is the agent for all other lines with Hanover Insurance as the carrier.

Also attached is a summary listing the expiring and renewal premiums. Overall there was an increase of \$6,126, or 2.47 percent. The Workers' Compensation premium increased by \$2,375 due to two open claims though our experience modification rating dropped from .97 to .94. The standard experience modification rate is 1.00. The premiums for other coverages increased 3,751 or 2.9 percent.

It is the practice to bid the College insurance every three (3) years. It was last bid in 2015; therefore, all lines of insurance will be rebid in 2018 for coverage beginning September 1, 2018.

### **Recommendation:**

**The administration recommends the Board accept the recommendation of the insurance consultant to renew all coverage with the same carriers at \$253,919.**



# ***Bushue Human Resources, Inc.***

*An Outsourced Risk Management Company Focusing on Human Resources,  
Insurance, Background Screening and Fingerprinting*

104 North 2<sup>nd</sup> St, Suite B  
PO Box 89  
Effingham, IL 62401

**Phone:** (217) 342-3046  
**Fax:** (217) 342-5673  
**Email:** info@bushuehr.com

August 11, 2016

Illinois Valley Community College  
815 N. Orlando Smith Rd.  
Oglesby, IL. 61348  
Attention: Mrs. Cheryl Roelfsema

Dear Mrs. Roelfsema

## **RE: PROPERTY/CASUALTY/LIABILITY INSURANCE RENEWALS**

The attached summary illustrates the expiring and renewal coverages with the current Insurance Carriers, Hanover Insurance, through Arthur J. Gallagher from Sterling, IL and Accident Insurance Company through Forrest Sherer Insurance from Terre Haute, IN.

Our attached renewal worksheet forms show the expiring and renewal coverage from Hanover Insurance and Accident Insurance Company. The first column of each page is the expiring insurance coverage for the College. The second column is the renewal coverage as presented by the current Insurance Carrier and Agent.

### **Following are some changes from the expiring:**

- The Blanket Limit and Statement of Values (SOV) have been reviewed with administration, and the values have been increased in order to better reflect replacement cost values.
- Under the Inland Marine, the value for the Band Uniforms, Choir Robes, and Similar & Related Equipment has been decreased from \$50,000 to \$0; per the College's request.
- Under the Inland Marine, the value for Dwellings Under Construction by Vocational Shop Classes has been decreased from \$100,000 to \$0; per the College's request.
- The Workers' Compensation payrolls have been increased, per the College's request. The 8868 Class Code (Colleges or Schools, Teachers) payroll has been increased from \$14,039,000 to \$14,272,305 and the 9101 Class Code (All Other Employees) payroll has been increased from \$717,500 to \$763,667.
- The Workers' Compensation rates have been decreased for the renewal. The 8868 Class Code (Colleges or Schools, Teachers) rate has been decreased from .59 to .47 and the 9101 Class Code (All Other Employees) rate has been decreased from 6.39 to 5.68.
- The Worker's Compensation Experience Modification Rating has been decreased from a .94 in 2015 to a .92 for 2016. The standard Experience Modification Rating is 1.00.

This renewal reflects an increase in premium, attributable to the increase to the Property values and the Workers' Compensation coverage. During the current policy term (September 1, 2015 through September 1, 2016), the College filed five (5) Workers' Compensation claims. The Insurance Carrier has paid \$28,081.85 on the claims and has set \$108,720.67 in Outstanding Reserves. The College's Loss Ratio is over 100% for the current year.

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*An Outsourced Risk Management Company Focusing on Human Resources,  
Insurance, Background Screening and Fingerprinting*

104 North 2<sup>nd</sup> St, Suite B  
PO Box 89  
Effingham, IL 62401

**Phone:** (217) 342-3046  
**Fax:** (217) 342-5673  
**Email:** info@bushuehr.com

The increase in premium is in the amount of \$6,126; which is 2.47% above the expiring. We appreciate the opportunity to serve the College. If you have any questions, please feel free to contact our office.

Respectfully,



Travis J. Bushue  
President, Bushue Human Resources, Inc.

VSS

**Illinois Valley Community College - Renewal Date: 09/01/2016**  
**Property & General Liability Renewal Form**

<b>Insurance Agency Name</b>	<b>Arthur J. Gallagher</b>	
<b>Insurance Carrier Name</b>	<b>Hanover Insurance</b>	<b>Hanover Insurance</b>
<b>Limit of Liability - Property - Blanket/All Risk</b>	<b>Current</b>	<b>Renewal</b>
Blanket, All Risk	96,343,981	110,246,150
Overall Building Limit	Included	Included
College Personal Property	Included	Included
Replacement Cost/ACV	RC	RC
Deductible Per Occurrence	5,000	5,000
Coinsurance %	90%	90%
Earthquake Coverage Limit	5,000,000	5,000,000
Earthquake Deductible	10,000	10,000
Rate Level Guaranteed (If Yes, how long)	-	One (1) Year
Data Breach Coverage	-	-
Aggregate Limit	10,000	10,000
Additional Expenses Coverages - Aggregate Limit	10,000	10,000
Data Breach Coverage Deductible Per Occurrence	1,000	1,000
<b>Total Property Premium</b>	\$61,053.00	\$62,968.00
<b>Will the policy provide full coverage, up to maximum policy limits, for Backup of Sewer/Surface Water coverage?</b>	Yes	Yes
<i>If no, please specify the limit:</i>	-	-
<b>Does the policy provide coverage for Flood?</b>	Yes	Yes
<i>If Yes - Please State Limit</i>	5,000,000	5,000,000
<i>If Yes - Please State Flood Deductible</i>	100,000	100,000
<b>Does the policy provide coverage for Mine Subsidence?</b>	Yes	Yes
<i>If Yes - Please State Limit</i>	750,000	750,000
<i>Per Location Limit</i>	-	-
<b>Does the policy provide Ordinance or Law coverage?</b>	Yes	Yes
<i>Limit Per Coverage A</i>	Full Blanket Limit	Full Blanket Limit
<i>Limit Per Coverage B</i>	1,000,000	1,000,000
<i>Limit Per Coverage C</i>	1,000,000	1,000,000
<i>Limit Per Building, If Applicable</i>	-	-
<b>Does the policy have Time Element Coverage, if so please state the limits?</b>	Yes	Yes
<i>Per Location Limit</i>	4,400,000	4,400,000
<b>Does the policy have Business Income Coverage, if so please state the limits?</b>	Yes	Yes
<i>Per Location Limit</i>	Included	Included



**Illinois Valley Community College - Renewal Date: 09/01/2016**  
**Property & General Liability Renewal Form**

Insurance Carrier Name	Hanover Insurance	
Limit of Liability - General Liability	Current	Renewal
General Aggregate	2,000,000	2,000,000
Products Completed Operations	Included	Included
Personal & Advertising Injury	1,000,000	1,000,000
Each Occurrence Limit	1,000,000	1,000,000
Fire Damage Limit	1,000,000	1,000,000
Medical Expense Limit	15,000	15,000
Deductible Per Occurrence	0	0
Employee Benefits Liability - Aggregate Limit	3,000,000	3,000,000
Employee Benefits - Each Employee	1,000,000	1,000,000
Employee Benefits Deductible	1,000	1,000
Retroactive Date	4/17/2006	4/17/2006
Sexual Abuse or Molestation - Aggregate Limit	2,000,000	2,000,000
Each Loss Limit	1,000,000	1,000,000
Policy Form: Claims Made or Occurrence	Occurrence	Occurrence
Emergency Event Management	-	-
Emergency Event Communication Expense	100,000	100,000
Emergency Event Business Income and Extra Expense	100,000	100,000
Post Emergency Event Expense	-	-
Aggregate Limit	100,000	100,000
Per Person Limit	100,000	100,000
Media Liability	-	-
Aggregate Limit	2,000,000	2,000,000
Deductible Per Occurrence	1,000,000	1,000,000
Student Medical Malpractice Liability	-	-
Aggregate Limit	2,000,000	2,000,000
Deductible Per Occurrence	1,000,000	1,000,000
Foreign Liability	-	-
General Liability	-	-
Occurrence Limit	Included	Included
Products Completed Operations	Included	Included
Personal & Advertising Injury	Included	Included
Auto Liability	-	-
Each Incident	Excluded	Excluded
Employer's Liability (Worker's Compensation)	-	-
Bodily Injury By Accident	Excluded	Excluded
Bodily Injury By Disease Each	Excluded	Excluded
Bodily Injury By Disease Aggregate	Excluded	Excluded
Law Enforcement Liability	-	-
Aggregate Limit	1,000,000	1,000,000
Occurrence Limit	1,000,000	1,000,000
Deductible Per Occurrence	5,000	5,000
Retroactive Date	4/17/2006	4/17/2006
Policy Form: Claims Made or Occurrence	Claims Made	Claims Made
<b>Total Liability Premium</b>	<b>\$29,082.00</b>	<b>\$30,296.00</b>



**Illinois Valley Community College - Renewal Date: 09/01/2016**  
**Automobile Renewal Form**

<b>Insurance Agency Name</b>	<b>Arthur J. Gallagher</b>	
<b>Insurance Carrier Name</b>	<b>Hanover Insurance</b>	<b>Hanover Insurance</b>
<b>Limits of Liability - Auto</b>	<b>Current</b>	<b>Renewal</b>
Number of Vehicles	13	13
Bodily Injury and Property Damage Liability	1,000,000	1,000,000
Medical Payments	5,000	5,000
Uninsured Motorist	1,000,000	1,000,000
Underinsured Motorists	1,000,000	1,000,000
Hired Auto	1,000,000	1,000,000
Non-Owned Auto	1,000,000	1,000,000
Garage Liability	1,000,000	1,000,000
Garage Keepers Legal Liability	300,000	300,000
Deductible Per Occurrence	-	-
Comprehensive	\$1,000	\$1,000
Collision	\$1,000	\$1,000
<b>Total Automobile Premium</b>	<b>\$9,097.00</b>	<b>\$9,219.00</b>

Does the coverage & premiums include TRIA (Terrorism Risk Insurance Act) coverage?

Yes

Yes

Will the insurance carrier grant permission to operate the buses under conditions where a charge would be made to the students?

Yes

Yes

Will the insurer provide coverage for all additional insured's, including coverage for Board of Trustee Members, Employees, and Volunteers while using their own vehicles on behalf of the College?

Yes - Excess Basis

Yes - Excess Basis

Will the insurance carrier provide coverage for rental vehicles?

Yes

Yes

Please advise if the Insurance Carrier provides coverage for Truck Driver Training Programs?

Yes

Yes

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**Illinois Valley Community College - Renewal Date: 09/01/2016  
Workers' Compensation Renewal Form**

<b>Insurance Agency Name</b>	<b>USI Insurance Services LLC</b>		<b>USI Insurance Services LLC.</b>	
<b>Insurance Carrier Name</b>	<b>Accident Insurance Company</b>		<b>Accident Insurance Company</b>	
<b>Employers Liability Limits</b>	<b>Current</b>		<b>Renewal</b>	
Bodily Injury Accident	1,000,000		1,000,000	
Bodily Injury Disease	1,000,000		1,000,000	
Bodily Injury Disease - Employee	1,000,000		1,000,000	
<b>Codes</b>	<b>Estimated Payroll</b>	<b>Rate Per \$100</b>	<b>Estimated Payroll</b>	<b>Rate Per \$100</b>
8868 Colleges or Schools, Teachers	\$14,039,000	0.59	\$14,272,305	0.47
7380 Drivers, Chauffeurs, and Their Helpers	\$0	12.13	\$0	10.68
9101 All Other Employees	\$717,500	6.39	\$763,667	5.68
<b>Total Estimated Premium</b>	<b>\$119,741.00</b>		<b>\$122,116.00</b>	
Experience Modification	<u>0.94</u>		Experience Modification	<u>0.92</u>

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**Illinois Valley Community College - Renewal Date: 09/01/2016  
Umbrella Renewal Form**

<b>Insurance Agency Name</b>	<b>Arthur J. Gallagher</b>	<b>Arthur J. Gallagher</b>
<b>Insurance Carrier Name</b>	<b>Hanover Insurance</b>	<b>Hanover Insurance</b>
<b>Limits of Liability</b>	<b>Current</b>	<b>Renewal</b>
General Aggregate Limit	10,000,000	10,000,000
Self-Insured Retention (SIR)	0	0
General Liability	1,000,000	1,000,000
Employee Benefits Liability	1,000,000	1,000,000
Sexual Abuse & Molestation	1,000,000	1,000,000
Automotive Liability	1,000,000	1,000,000
Legal Liability	1,000,000	1,000,000
Employers Liability (Workers' Compensation)	1,000,000	1,000,000
Law Enforcement Liability	1,000,000	1,000,000
Media Liability	Included in General Liability	Included in General Liability
Student Medical Malpractice Liability	Included in General Liability	Included in General Liability
Foreign General Liability	Included in General Liability	Included in General Liability
Foreign Auto Liability	Included in General Liability	Included in General Liability
Foreign Employers Liability (Workers' Compensation)	Not Covered	Not Covered
Professional Liability	1,000,000	1,000,000
<b>Total Annual Premium</b>	<b>\$13,075.00</b>	<b>\$13,575.00</b>

**Does the coverage & premiums include TRIA (Terrorism Risk Insurance Act) coverage?**

Yes

Yes

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**Illinois Valley Community College - Renewal Date: 09/01/2016**  
**Legal Liability Renewal Form**

<b>Insurance Agency Name</b>	<b>Arthur J. Gallagher</b>	<b>Arthur J. Gallagher</b>
<b>Insurance Carrier Name</b>	<b>Hanover Insurance</b>	<b>Hanover Insurance</b>
<b>Legal Liability</b>	<b>Current</b>	<b>Renewal</b>
Aggregate Limit	1,000,000	1,000,000
Each Claim Limit	1,000,000	1,000,000
Deductible Per Occurrence	50,000	50,000
Employment Practices Liability Insurance (EPLI) Deductible Per Occurrence	50,000	50,000
Aggregate Defense Expense Amount - Non-Monetary Relief	100,000	100,000
Non-Monetary Relief Deductible Per Occurrence	50,000	50,000
<b>Total Annual Premium</b>	<b>\$13,149.00</b>	<b>\$13,149.00</b>

\* All taxes, surplus line charges, fees, etc. must be included in the Annual Premium

Does the coverage & premiums include TRIA (Terrorism Risk Insurance Act) coverage?	No	No
Does a retroactive date apply? <i>If yes, please advise the date.</i>	Yes 4/17/2006	Yes 4/17/2006
Please indicate whether coverage is on Claims Made or Occurrence Basis:	Claims Made	Claims Made
For Claims Made policies, is Prior Acts coverage available? <i>Please indicate additional cost:</i>	Full Prior Acts - Up to the Retroactive Date Included	Full Prior Acts - Up to the Retroactive Date Included
If additional requirements must be met prior to binding please indicate:	N/A	None
Does the above proposal provides full coverage for Sexual Misconduct/Abuse/Molestation/Harassment:	Covered Under General Liability	Covered Under General Liability
Does the policy provide coverage for Defense Costs, even if not successful?	Yes	Yes
Does the policy provide coverage for IEP Hearings (Due process, etc.)? <i>State Sub-Limit for this, if any:</i>	Yes No Sub-Limit	Yes No Sub-Limit
Does the policy provide a Consent to Settle Provision?	Yes	Yes
Are Defense Expenses within the Limit of Liability? <i>State Sub-Limit for Defense Expenses, if any:</i>	No -	No -
<b>Please Describe any policy Sub-Limits: (Please list other Sub-Limits not included in this list below</b>		
Limit/Sub-Limit for Special Education	None	None
Limit/Sub-Limit Breach of Contract	None	None
Limit/Sub-Limit Sexual Abuse/Molest.	Covered Under General Liability	Covered Under General Liability

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**Illinois Valley Community College - Renewal Date: 09/01/2016**  
**Totals**

Insurance Agency Name	Arthur J. Gallagher / USI Insurance Services LLC.		Arthur J. Gallagher / USI Insurance Services LLC.	
	Hanover Insurance / Accident Insurance		Hanover Insurance / Accident Insurance	
Insurance Carrier Name	Company		Company	
Coverage	Current		Renewal	
Total Property Premium	61,053.00		62,968.00	
Total Liability Premium	29,082.00		30,296.00	
Total Crime Premium	Included		Included	
Total Boiler & Machinery Premium	Included		Included	
Total Inland Marine Premium	2,596.00		2,596.00	
<b>Commercial Auto</b>	9,097.00		9,219.00	
<b>Workers' Compensation</b>	119,741.00		122,116.00	
<b>Umbrella</b>	13,075.00		13,575.00	
<b>Legal Liability</b>	13,149.00		13,149.00	
<b>Total Premium</b>	\$247,793.00		\$253,919.00	
<b>Savings</b>			-6,126.00	
<b>Percentage of Increase</b>			2.47%	

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For your review, we have prepared an illustrative summary which provides a brief outline of coverages provided. This summary is for illustrative purposes only, and does not provide a comprehensive overview of your complete policies, please refer to your complete policy for review of all endorsements, limitations, and exclusions. If you feel that any of these coverages or limits are not correct, inadequate, please let us know.



Sarah,

Please accept this as my two weeks notice. I have truly appreciated the opportunity of working with you and the rest of the Assessment Center staff. I have been offered a full-time position at Peru Catholic School as a Spanish Instructor. I believe that this is an excellent opportunity for me and will further advance my knowledge in education. My last day would be 08/11/2016. Once again, thank you for all of your support and guidance.

Sincerely,

Jordan Berard

A handwritten signature in cursive script that reads "Jordan Berard".

RECEIVED

JUL 27 2016

HUMAN RESOURCES

July 28, 2016

Deb Anderson (Vice President) & Glenna Jones (HR)  
Illinois Valley Community College  
815 N. Orlando Smith Rd.  
Oglesby, IL 61348

Dear Deb and Glenna,

Please accept this letter as notice of my resignation from my position as a full time business specialist. My last day of full time employment will be Friday August 12, 2016.

I received an offer from the North Central Illinois Economic Development Corporation, and after careful consideration, I realize that with uncertainty future of the Illinois Small Business Development Center within our region that this is a great opportunity for me.

It has been a pleasure working for Bev Malooley, Director of the Illinois Small Business Development Center at Illinois Valley Community College over the last five years. Bev has brought many outstanding programs, speakers, and seminars to this region, and it was great to be a part of it during the last five years. I will miss the Illinois SBDC statewide network and have met many truly great people throughout the state. I truly enjoyed working with the pre-venture entrepreneurs on their business plans. Also, I enjoyed working with business owners through their challenges and successes. One of my favorite highlights of the Illinois SBDC has been bringing together the region through the 40 Under Forty program.

The 40 Under Forty program is a big event that takes much time and effort by many people. The 40 Under Forty Awards Event has a corporate sponsorship from Hometown National Bank. I would like to extend my availability, to work with Bev, in making sure this program is a success this year. I have worked hard on putting together this year's program and I would be like to be able to present the honorees with their certificates. I am the person that worked with the selection committee and furthermore contacted each honoree to inform them that they were the recipient of this year's awards. The 40 Under Forty event will take place on Wednesday September 14<sup>th</sup>.

Bev, Deb and Glenna, thank you again for the opportunity to work for the Illinois Small Business Development Center at IVCC. I wish you and your staff all the best and I look forward to staying in touch with you. It has been a great pleasure serving the IVCC district over the last five years.

Sincerely,



Gina Czubachowski

RECEIVED

JUL 28 2016

## REAL ESTATE LEASE AGREEMENT

THIS AGREEMENT, made and entered into this 1<sup>st</sup> day of August, 2016, by and between Illinois Valley Community College District No. 513, 815 North Orlando Smith Road, Oglesby, IL 61348 (hereinafter referred to as LANDLORD) AND Economic Development Corporation of North Central Illinois, 815 N Orlando Smith Road, Oglesby, IL 61348 (hereinafter referred to as TENANT),

### WITNESSETH:

1. PREMISES: LANDLORD does hereby lease to said TENANT the following described property, situated in the County of LaSalle:  
  
711 square feet of office space in Building E (Rooms E323, E317, E318, E319), Illinois Valley Community College, 815 North Orlando Smith Road, Oglesby, IL 61348,  
  
For the term of three (3) years, beginning the 1<sup>st</sup> day of August 2016 and ending the 31<sup>st</sup> day of July 2019.
2. RENT: TENANT agrees to pay rent at the rate of nine thousand nine hundred fifty-four dollars (\$9,954) per year. Payments in the amount of \$829.50 will be due on the 1<sup>st</sup> of each month, beginning August 1, 2016 and ending July 31, 2019.
3. USE: TENANT will use the Premises for office space. TENANT may alter said use to any lawful purpose, upon the written consent of LANDLORD, which consent will not be unreasonably withheld.
4. UTILITIES: LANDLORD shall provide utilities including internet access, natural gas, electricity, water, and sewer, throughout the term of the Lease.
5. SERVICES: LANDLORD will provide janitorial services, including waste removal, pest control, and snow removal.
6. TELEPHONE SERVICE: LANDLORD will provide telephone service at a rate of \$19 per month per extension, which includes telephone hardware. If actual provider charges are greater, the TENANT will be charged the actual amount.
7. PARKING: TENANT and TENANT's clients will be allowed to park vehicles in Parking lot #7. No parking permit is required in this lot other than for the special low-emission spaces.
8. ADVERTISING: Any advertising on the premises will be at the expense of the TENANT but must first be approved by the LANDLORD.
9. IMPROVEMENTS OR ALTERATIONS: All improvements or alterations done by TENANT must first be approved by the LANDLORD.
10. ENTRY BY LANDLORD: TENANT will permit LANDLORD and LANDLORD's agents to enter the Premises, with reasonable advance written notice (except in the case of emergency), provided



such entry is made in a reasonable manner and does not unreasonably interfere with the conduct of TENANT's business.

11. INDEMNIFICATION: It is understood and agreed that neither party to this Agreement shall be legally liable for any negligent or wrongful acts either of commission or omission, chargeable to the other, unless such liability is imposed by law, and this Agreement shall not be construed as seeking to either enlarge or diminish any obligation or duty owed by one party against the other or against third parties.

12. INSURANCE:

LANDLORD will, at its sole cost and expense, at all times during Agreement Term, maintain in full force a policy or policies of insurance, written by one or more responsible insurance carriers, which will insure TENANT against liability for bodily injury and/or property damage occurring in or about the common facilities.

TENANT: TENANT will, at its sole cost and expense, at all times during the Agreement Term, maintain in full force a policy or policies of insurance, written by one or more responsible insurance carriers, which will insure LANDLORD against liability for bodily injury and/or property damage occurring in or about Premises. The liability under such insurance will not be less than \$1,000,000 per occurrence with \$2,000,000 aggregate coverage. TENANT will annually provide LANDLORD, on the anniversary date of TENANT's liability insurance renewal, with a certificate of insurance naming the LANDLORD and its subsidiaries, affiliates, officers, directors, and employees as additional insured on a primary and non-contributory basis as it respects liability the LANDLORD incurs as a result of the operations of the TENANT on the leased premises. The coverage includes a waiver of subrogation in favor of the LANDLORD and severability of interest. TENANT agrees to provide thirty (30) days advance written notice of cancellation.

13. REPAIRS AND MAINTENANCE:

Negligent Acts or Omissions of TENANT: TENANT will pay to LANDLORD the reasonable cost of any repairs or maintenance required as a direct result of the negligent acts or omissions of TENANT, its agents, or employees.

Failure of LANDLORD to Make Repairs: If LANDLORD fails to maintain the Premises or to make the repairs within a reasonable time after written notice from TENANT, TENANT may perform such maintenance or make such repairs at its expense and demand reimbursement from LANDLORD.

14. DESTRUCTION: Total Destruction: If the Premises are totally destroyed by fire or other casualty, either LANDLORD or TENANT may terminate this Lease immediately by giving notice to the other party. In case of destruction during the Lease Term, rent will abate during the period and to the extent that the Premises are rendered unusable for TENANT's purposes.

PARTIAL DESTRUCTION: Notification by LANDLORD: If the Premises are partially destroyed, LANDLORD must within thirty (30) days of the destruction notify TENANT, in writing, of the time period in which restoration will be complete. Rent will abate during the period and to the extent that the Premises are rendered unusable for TENANT's purposes.



Notification by TENANT: TENANT may terminate this Lease by giving written notice within thirty (30) days after any of the following: If it is determined LANDLORD cannot restore the Premises to substantially the same condition as before destruction; if TENANT is notified that such restoration period will be more than one hundred twenty (120) days. Rent will abate during the period and to the extent that the Premises are rendered unusable for TENANT's purposes.

15. ASSIGNMENT AND SUBLETTING: TENANT will not assign or sublet all or any portion of the Premises without the prior written consent of LANDLORD, which consent will not be unreasonably withheld.
16. YIELDING POSSESSION: The TENANT covenants with the LANDLORD that, at the expiration of the term of this Lease, TENANT will yield up the premises to the LANDLORD without further notice in as good condition as when the same was entered upon by the TENANT, loss by ordinary wear excepted.
17. DEFAULT BY TENANT: If any of the following events occur, each such event will constitute a material breach of this Lease, and LANDLORD may, at LANDLORD's option, exercise any or all rights available to a LANDLORD under the laws of the State of Illinois:

A default in the payment of rent when such a default continues for a period of thirty (30) days after written notice, or

TENANT fails to faithfully perform or observe any other covenant or undertaking required under this Lease and such failure continues for a period of thirty (30) days after written notice thereof.


Remedies: If this Lease terminates pursuant to a default by TENANT hereunder, LANDLORD may immediately enter upon and repossess the Premises and seek any remedies allowable under the laws of the State of Illinois, including specific performance.

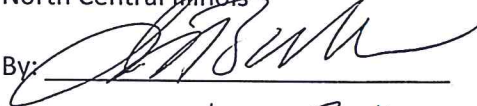
18. DEFAULT BY LANDLORD: LANDLORD will be in default if LANDLORD fails to perform its obligations under this Lease within thirty (30) days after written notice by TENANT to LANDLORD specifying wherein LANDLORD has failed to perform such obligations. If the nature of LANDLORD's obligation is such that more than thirty (30) days are required for performance, then LANDLORD will not be in default if LANDLORD commences performance within such thirty (30) day period and thereafter diligently prosecutes the same to completion.

Remedies: If LANDLORD fails to cure a default within the time period set forth herein, TENANT will have the option to terminate this Lease, in addition to any other remedies allowable under the Laws of the State of Illinois, including specific performance.

19. EARLY TERMINATION: In the event of funding cuts or reductions, TENANT shall have the option to terminate this Lease by giving sixty (60) days written notice to LANDLORD of its intentions to exercise this option.
20. CARE AND MAINTENANCE: LANDLORD shall provide and pay all costs related to maintenance and janitorial services within the TENANT rental space.

21. APPLICABILITY OF LEASE: The terms, conditions, and covenants of this Lease shall apply to and be binding upon the parties of this Lease and their successors, assigns, representatives, administrators, executors, heirs, and nominees.
22. REMEDIES: The parties hereto may, in law or in equity, by suit, action, mandamus or any other proceeding, including, without limitation, specific performance, enforce or compel the performance of the terms and conditions of this lease, including the recovery of monetary damages. In the event of a judicial proceeding brought by one party to this Lease against the other party, the prevailing party in such judicial proceeding shall be entitled to reimbursement from the unsuccessful party of all costs and expenses, including reasonable attorneys' fees incurred in connection with the enforcement of this Lease and with such judicial proceeding.
23. ALTERATIONS OR AMENDMENTS TO LEASE: This written instrument provides all of the terms and conditions entered into and agreed to by the parties hereto, and there are no other further agreements between the parties other than that contained herein. Any additions, alterations, or amendments hereto shall be made in writing, signed by all parties hereto, and attached to and made a part of this Lease.
24. SEVERABILITY: The invalidity of any provision of this Lease as determined by a court of competent jurisdiction will in no way affect the validity of any other provision hereof.

LANDLORD  
 Illinois Valley Community College  
 District No. 513  
 By:   
 Printed Name: Jerry Corcoran  
 Title: President  
 Date: 8/9/16

TENANT  
 Economic Development Corporation of  
 North Central Illinois  
 By:   
 Printed Name: Ivan Baker  
 Title: CEO  
 Date: 8-8-16

**Change Order #2 –PHS Project: Lecture Hall (D225) Renovation**

To be in compliance with Board Policy 4003, the administration wishes to advise the Board of Trustees of Change Order #2 for an increase of \$1,173 for the Lecture Hall (D225) Renovation PHS Project. The change order consists of the following changes:

<b>Original contract sum</b>	<b>\$476,200</b>
Change Order #1	11,156
Additional insulation and stud framing	<u>1,173</u>
<b>New contract sum</b>	<b><u><u>\$488,529</u></u></b>

KPI 5: Fiscal Responsibility/Affordability



# 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.