



**ILLINOIS VALLEY  
COMMUNITY COLLEGE**

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

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

**Thursday, August 13, 2015  
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**

Reduction in Force

#### **February**

Authorize Budget Preparation  
Tenure Recommendations  
Non-tenured Faculty Contracts  
Student Fall Demographic Profile  
Tuition and Fee Review  
Five-year Financial Forecast

#### **March**

Strategic Plan Update  
President's Evaluation

#### **April**

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

#### **May**

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

#### **June**

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

#### **July**

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

#### **August**

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

#### **September**

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

#### **October**

Authorize Preparation of Levy  
Audit Report  
Update Key Performance Indicators  
ICCTA Award Nominations

#### **November**

Adopt Tentative Tax Levy

#### **December**

Adopt Tax Levy  
Schedule of Regular Meeting Dates and Times

**ILLINOIS VALLEY COMMUNITY COLLEGE**  
**Board of Trustees Meeting**  
**Thursday, August 13, 2015 – 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 9, 2015 Board Meeting (Pages 1-12)
  - 7.2 Approval of Bills - \$1,428,693.58
    - 7.2.1 Education Fund - \$945,584.83
    - 7.2.2 Operations & Maintenance Fund - \$95,829.38
    - 7.2.3 Operations & Maintenance (Restricted Fund) - \$28,952.22
    - 7.2.4 Auxiliary Fund - \$59,042.79
    - 7.2.5 Restricted Fund - \$83,809.90
    - 7.2.6 Audit Fund - \$6,650.00
    - 7.2.7 Liability, Protection & Settlement Fund - \$208,824.46
  - 7.3 Treasurer's Report (Pages 13-28)
    - 7.3.1 Financial Highlights (Page 14)
    - 7.3.2 Balance Sheet (Pages 15-16)
    - 7.3.3 Summary of FY15 Budget by Fund (Page 17)
    - 7.3.4 Budget to Actual Comparison (Pages 18-24)
    - 7.3.5 Statement of Cash Flows (Page 25)
    - 7.3.6 Investment Status Report (Pages 26-27)
    - 7.3.7 Disbursements - \$5,000 or more (Page 28)
  - 7.4 Personnel - Stipends for Pay Period Ending June 27, 2015; July 11, 2015; and July 25, 2015 (Pages 29-32)

8. President's Report
9. Committee Reports
10. Fiscal Year 2016 Budget – Resolution to Adopt the Budget (Pages 33-36)
11. Faculty Resignation – Jennifer Savoia, Nursing Instructor (Pages 37-39)
12. Staff Retirement – Jamie Gahm, Director of Continuing Education and Business Services (Pages 40-41)
13. Request for Full-time Accounting Clerk Position, Accounting Department, Business Services and Finance Division (Pages 42-47)
14. Bid Results – Property/Casualty and Workers' Compensation Insurance (Pages 48-52)
15. Bid Results – Treasurer's Bond (Pages 53-54)
16. Proposal Results – Athletic Trainer Services (Page 55)
17. Proposal Results – Marketing Consultant (Page 56)
18. Items for Information (Pages 57-61)
  - 18.1 Staff Retirement – Maria Drapa, ESL Instructor (part-time) (Page 57)
  - 18.2 Staff Retirement - Gerrit Stevenson, Truck Driver Training Instructor (part-time) (Page 58)
  - 18.3 Accreditation Commission for Education in Nursing (Page 59)
  - 18.4 Letter to Illinois Valley Building and Construction Trades Council (Pages 60-61)
19. Trustee Comment
20. Other
21. Adjournment

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

**Minutes of Regular Meeting**  
**July 9, 2015**

The Board of Trustees of Illinois Valley Community College District No. 513 convened a regular session at 6:30 p.m. on Thursday, July 9, 2015 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  
Laurie A. Bonucci  
Jane E. Goetz  
David O. Mallery  
Everett J. Solon  
Austin M. Burnette, Student Trustee

**Members Absent:**

**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

**APPROVAL OF AMENDED AGENDA**

It was moved by Ms. Bonucci and seconded by Dr. Driscoll to approve the amended agenda by adding a Closed Session after Public Comment and including the bills in the Operations & Maintenance (Restricted Fund), as presented. Motion passed by voice vote.

**PUBLIC COMMENT**

Mr. Bill Mennie, president of Mennie Machine Company, was at the meeting as a business owner and local taxpayer. He expressed his concern of what has happened with the Marquis Energy and Putnam County lawsuit with IVCC. An estimated \$1.1 million has been spent so far and the College could be liable for another \$100,000 for the appraiser when he didn't do his job the correct way. Mr. Mennie asked if this was true and why. Mr. Mennie wanted to know what could be done so this does not happen again. He was looking for a plan so it doesn't happen to his family next week or maybe Maze Nails two weeks from now. He thought someone should be held responsible for what has happened. He also asked for a timeline in which the Board would get back to him with his questions and concerns.

Mr. Peter Limberger noted he is fairly new in the area, about four years. He is not an American citizen but is an American taxpayer and pays substantial taxes and so does his wife, Inga Carus, from Carus Corporation. He is an investor in the area and one of his jobs is to attract more businesses to the area. He receives calls almost every day of investors inquiring if they should invest in the area when they are reading that they could get sued if they invested in the area. He has invested almost \$10 million in the City of Ottawa and is planning to make another large investment in an Enterprise Zone. He is wondering if he is going to be sued from someone like IVCC without a case. This is the message which is being sent out to anyone who wants to invest in this area. This is completely counterproductive in every effort for economic development. Mr. Marquis probably invested more than \$100 million based on something that brought in taxes and then was sued by a taxing body for more taxes. The area will never succeed if investors are afraid to be sued by someone who cannot live within their budget.

Mr. Steve Conrad pays taxes on four properties and noted that everyone at the meeting is a taxpayer. He supports TIF and Enterprise Zones and appreciates that they are here. At the same time everybody has to pay their rightful taxes. He does not blame the IVCC Board, one bit, for doing what it takes to get what should lawfully be coming to the College

Mr. Dave Argubright, also a taxpayer, thanked the Board for not taking the donation from Marquis Energy, but going after what it believed was its rightful share. People make donations who want to and not to get a special tax rate. There is a way to go about it and that is in the courts.

Christian Cyr was present representing the Hennepin Better Business Association and as a business owner. He appreciates the position that the Board members are in and he understands the responsibility that comes along with being on the Board. The lawsuit with Marquis Energy/Putnam County has so many facts, so many dates, and timelines. He was not at the meeting to interpret those, but to talk about how the case was handled. He had concerns, as a group, on how the timeline happened. Over the past 4 ½ years, the Board did what it thought was in the best interest of the College. They thought legal fees would be \$200,000 and the College would collect \$1 million in taxes. This would have been a good financial thing to do for the College and the Board pursued the case. The original expectations clearly did not come to fruition. Legal fees are \$750,000 in addition to legal fees to defend the appraiser. Putnam County paid \$250,000 defending themselves. Marquis spent a considerable amount of money defending themselves. An approximate total of \$1.5 million was spent by the tax payers – a potential \$1million gain turned into a \$1.5 million loss. Mr. Cyr believes at some point the Board members should have said let's call it quits. The Board received two offers from Mr. Marquis – one to receive another opinion from another law firm and to get a second opinion on the appraisal and it would have cost the Board nothing. The Board did not accept these offers. In July 2014 would have been a good time to stop, but the Board kept on going. IVCC signed a contract with an appraiser that was fined by the Illinois Department of Financial and Professional Regulations for 20 errors and omissions on a misleading appraisal, more than double than other appraisals. Who in the IVCC organization decided to choose this appraiser? The appraiser estimated four times the cost per gallon produced at the ethanol plant and now the College's obligation to pay for his court costs could be approximately \$100,000. Was the Board misguided? Did the Board know all the facts? The College was told by the Putnam County Assessor the most the College could recover was \$200,000. Was this passed on to the Board? Unfortunately, this has turned into the biggest waste

of tax dollars in the history of IVCC. Mr. Cyr asked what as board members are they going to do to answer these questions? Mr. Limberger stated over seventeen hundred interested citizens signed a petition and would like answers to these questions.

A gentleman stated the College paid \$775,000 in attorney fees and at \$400 an hour that would be 48.5 solid 40-hour weeks which does not make sense. How could the Board possibly pay this kind of money? Taxpayers are concerned. No one has had the common decency to explain anything to anybody except to just sit here and do nothing and hope it goes away.

Bob Borri - As mayor of a small town if I ran the city this way, it would have been a disgrace. McNabb and Standard, two little towns in Putnam County would have liked that \$250,000, but it was wasted. Accountability was expected when I became mayor and the IVCC Board should give accountability as to what has happened.

### **MOMENT OF SILENCE**

Ms. Olivero requested a moment of silence for Kevin Caufield who passed away this past week. Kevin was a reporter for the NewsTribune and covered IVCC activities professionally with great integrity. He will be missed.

### **STATEMENT BY MS. OLIVERO**

Thank you for coming tonight. I wish we had this much interest in all of our meetings. I will first make a general statement regarding this litigation and then address the specific issues raised by the speakers and in letters received before the meeting.

First I would be remiss if I did not question both the impetus for and the timing of the recent attacks on the college, the Board, our administration and our attorney. The cases involving Marquis Energy/Putnam County are over. The litigation was pending from 2011-2015, a period of four years. During that time, the Board would have held 48 public meetings. No one came to any of these meetings to address concerns with the litigation. No one came to the meeting in which we reviewed Dr. Corcoran's, Ms. Roelfsema's, or Mr. Zukowski's contracts. We now have legally binding contractual relationships with these three individuals, into which we are sure no one wants to tortuously interfere.

We are also somewhat stunned by the vitriol in the letters and ads we have seen. Where I come from, anyway, neighbors do not attack neighbors in letters and anonymous political ads. Instead, people work together as a community to resolve their disputes. They engage in civil discourse, even when they disagree. Most importantly, people work together in the best interest of the community as a whole. How we arrived here, I certainly do not know.

I would first like to address the concerns raised by Mr. Marquis in his letter sent to each trustee and shared with many others.

Mr. Marquis initially questions who hired Mark Pomykacz to appraise the ethanol plant. It was the Board of Trustees who hired Mr. Pomykacz. This was done after considering other candidates with proficiency in appraising ethanol plants. References were checked for at least four candidates before we settled on hiring Mr. Pomykacz. As to our obligations to Mr. Pomykacz, unfortunately

we cannot comment further at this time in order to avoid potential exposure for further litigation. We can say, however, that the College has not yet determined if it owes any obligation to Mr. Pomykacz.

As to the amount Mr. Pomykacz was paid, Mr. Marquis commented that it was out of line with other Illinois appraisers. However, the Board would state Mr. Pomykacz is proficient in appraising energy companies and specifically ethanol plants. This is a very special niche. To say we could have hired another appraiser for less money is like saying you can have your family practice doctor prepare and complete a complex brain surgery on a member of your family. You have to pay more for an expert.

Secondly, Mr. Marquis asked about Cheryl Roelfsema, as to why she omitted a refund to other taxing bodies in her report. We have seen no evidence that the omission was deliberate or intentional. There is no evidence that Ms. Roelfsema stood to gain or benefit in any way from such an omission. The Board of Trustees was aware in 2010, prior to the institution of this lawsuit that we would need to share any recovery with other taxpayers. We had discussions with other county clerks on how the taxes, if corrected, would be disbursed before we filed suit. Although Ms. Roelfsema once mistakenly stated the College would recover only \$.50 on the dollar recovered, she misspoke. The fact is that if we were to recover any improperly abated taxes, 14 percent of the amount would be returned to other taxpayers and IVCC would keep 86 percent.

As to why Mrs. Roelfsema testified that she would prefer not to answer a question regarding omission of the return of funds to other taxing bodies from a report to the Board, she was simply caught off guard.

Third, Mr. Marquis asked why IVCC excessively redacted documents produced pursuant to a Freedom of Information Act (or FOIA) request. There is no evidence that the excessive redactions were made. It is up to the Illinois Attorney General to determine whether the documents were excessively redacted. The letter the College received from the Attorney General merely asks for un-redacted documents so that they can conduct a confidential review of them to determine whether, as we maintain, the redactions were proper under the law. It would not be appropriate for me to comment on the pending investigation as we await the Attorney General's findings regarding Marquis Energy's complaint on the redactions.

Fourth, Mr. Marquis asks if the Board was aware that our attorney, Mr. Zukowski had withheld his bills. Again, there is no evidence that Mr. Zukowski withheld anything. It is not uncommon for attorneys to bill a client five to six months after a given action. This certainly does not mean that the attorney is withholding anything; only possibly that the attorney is busy.

Finally, in today's issue of the NewsTribune, Mr. Marquis is quoted as saying "I knew the appraiser wasn't right.... and I offered to pay for the College to get a second opinion from another law firm on the validity of the suit." First, although Mr. Marquis states that he knew the appraisal wasn't right, neither he nor Putnam County ever offered a different appraisal. Second, as an attorney, I was shocked at Mr. Marquis' offer. I have been involved in complex, multi-million dollar litigations over the period of my career and I have never heard of such a thing. We are

unsure how another attorney, being paid by a party with interests adverse to those of the College, could have competently reviewed the action with the College's best interest in mind.

Next, Mr. Mennie asked to address the Board and sent an email to ask us to "stop mismanagement and waste of taxpayer funds at IVCC and address specific mismanagement regarding our legal representation, its choices of real estate appraisers, and the failure of IVCC staff to communicate critical information to the Board." So, working backwards:

As I have said, it has always been our understanding that we would need to share any recovery with other taxpayers. This was discussed in closed sessions going back to 2010. The fact that this was not computed into a spreadsheet given to the Board, should have no bearing on our understanding of that fact.

I have addressed the appraiser issue and will not repeat myself.

Regarding our choice of legal representation. The Board has been more than satisfied with the services of Mr. Zukowski and his law firm. I think our support is evident from the Board's unanimous approval of his contract for services earlier this year. He has competently and zealously represented interests of the College. The actions he took were at the express direction of the Board of Trustees. He provided frequent and thorough updates to the Board regarding the litigation. In every motion and on every appeal during the litigation, the College prevailed. We are not sure how Mr. Zukowski could have been more successful regarding this litigation. The amount of Mr. Zukowski's bills has received heavy coverage in the press. Initially, we should remember that these bills were spread over a five-year period (2010-2015) and were generously discounted by Mr. Zukowski. Secondly, we have estimated that the litigation strategies of Marquis Energy drove up our legal bills by \$260,000 (or 1/3 of the overall bill). In short, we did not give up our lawsuit because we believed it was unjust or wrong, we simply could not afford it.

Regarding the College's alleged mismanagement, as I stated in April, this College made a decision in 2011 to try to correct a perceived ambiguity regarding the 2006 Bureau/Putnam County Enterprise Zone agreement. The unequivocal intent of the 2006 Board of Trustees was the abatement of taxes in the Enterprise Zone would only apply to projects that began after July 1, 2007. This point was clearly understood and agreed upon by officials from Princeton who reached out to IVCC asking for the College to participate in the Enterprise Zone in the first place. Because construction of the Marquis Energy Ethanol plant was underway prior to July 1, 2007, the Board believed it was ineligible for such an abatement.

IVCC went to great lengths to avoid this litigation. The Board tried to reach an amicable agreement with Putnam County officials prior to filing suit. We were told they were not interested in settlement and that we needed to "let a judge decide." At that point the College had two choices, either file suit or walk away. After considering the interest of the 2006 Board and in consideration of fundamental fairness to all district taxpayers, the Board decided to file suit.

Separate and apart from the abatement issue was an issue over the Equalized Assessed Value (or EAV) of the Marquis Energy facility. Initially, Putnam County assessed the plant at \$42 million in 2009. In 2010, with no notice to the College, Putnam County decreased the plant's EAV to

\$26.3 million for a difference of about \$16 million. Illinois law requires counties to notify taxing bodies of any change in EAV over \$100,000. As I said, we were given no notice. Subsequent assessments were as follows: About \$17 million in 2011 (a decrease of about \$8 million over the previous year and about \$25 million from 2009 (or more than half), about \$18 million in 2012, 2013 and 2014. The College was provided no information to support the County's decision to drastically reduce the plant's EAV and without notice to the Board, we were unable to appeal locally to the Board of Review.

Furthermore, these decreases deprived the College of much needed tax dollars. The 2010 reduction cost the College about \$57,000, the 2011 reduction cost this College about \$90,000, and each reduction in 2012 – 2014 cost the College about \$86,000. In total, this cost the College over \$400,000 in tax monies, only on the EAV issue and only through 2014. The appraisal obtained by the College put the correct EAV closer to the original \$42 million assessment.

The reason that the Board must remain vigilant in protecting its tax base is because the State of Illinois has failed to properly contribute its fair share of the College's operating budget. The College is supposed to be supported like a three-legged stool – 1/3 by the State, 1/3 by local property taxes and 1/3 by the students. However, the FY2016 budget anticipates the state only giving about 11 percent to operating funds in which the remainder shifts to the burden of the local taxpayers and the students. Unlike public universities, IVCC cannot count on the state to pay its share of the College's expenses.

During the four years of this protracted litigation, the College, through its attorneys, reached out to representatives of Marquis Energy and Putnam County on numerous occasions in an effort to bring the matter to closure and find a common ground. However, both defendants indicated they were not interested in reaching an agreement.

Instead, the defendants engaged in various litigation strategies that repeatedly delayed the case and significantly increased the College's legal bills. As I said, at every level and on every motion, the College has prevailed. Nevertheless, after four years, the College never got its say in court. We clearly would have preferred to have a judge rule on the merits of our case, but we could not afford it.

The Board has discussed, at length, in closed session the costs attendant to this litigation. When it became apparent that the dispute could drag on for several more years with no compromise or judicial decision in sight, the Board made the business decision to drop the suit and focus on what this College does best – teaching and learning.

With regard to Mr. Limberger's comments, I believe that I addressed many of them already. However, there is no evidence that the College's actions were counterproductive to economic development or that it cannot live within its means.

Our new Peter Miller Community Technology Center, filled with cutting-edge technology and equipment, sends a powerful message to the business community that we are committed to workforce development. We built the Center by combining the most important features from two planned building projects into one and saved the district \$10 million in the process.

All of our career and technical program faculty work collaboratively with program advisory committees.

Our partnerships with the building trade representatives are phenomenal and our apprenticeship agreement with the IBEW is a model for the State.

Our Truck Driver Training program has an exceptional record of success and job placement.

IVCC was recently named one of the top community colleges by CNNMoney.

IVCC has operated with a balanced operating budget in every year since at least 2009 when I joined the Board. Any deficits were planned to spend down fund balances and this is more than most school boards or educational institutions can say.

After successfully raising \$2.1 million for the Capital Campaign, we have begun a new initiative to build an endowment so that we could award more than 300 scholarships per year – one of our most recent donations was \$25,000 from the Illinois Manufacturing Association.

The College has aggressively and successfully pursued grants to achieve many of our goals.

In addition, the College is a major economic force in the area by employing over 450 local residents.

In short, IVCC has a great deal to be proud of. Each of us on the Board is an unpaid community volunteer. We must act in the best interests of the College for our students and the over 154,000 residents of our district spread over eight counties.

Although the lawsuit was not ultimately resolved in the College's favor (in fact it was not resolved in anyone's favor as none of the substantive issues were ever decided), there is no evidence that the Board, the College's administration, or our attorney did anything wrong by attempting to protect the College's tax base in the face of declining revenues.

Thank you.

#### **CLOSED SESSION**

It was moved by Ms. Bonucci and seconded by Dr. Driscoll to convene a closed session at 7:04 p.m. to discuss 1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel of the public body; and 2) litigation, when an action against, affecting or on behalf of the public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent. Motion passed by voice vote with Mr. Mallery voting "naye."

On a motion by Dr. Driscoll and seconded by Mr. Burnette, the regular meeting resumed at 8:02 p.m. Motion passed by voice vote.

**STATEMENT BY MR. MALLERY**

Although many people have left, I appreciate your concerns and willingness to appear tonight. You have asked for accountability and action. On the accountability side I will emphatically state that as the most tenured board member here tonight, I am the one that opened this issue first and brought it to light. The first action though is a positive action where the College had acted never before and that it was to be a participant in the Enterprise Zone. The act began with open dialogue to change our College to be open to economic incentives called an Enterprise Zone and as an incentive it was to bring new commitments to our struggling economy. Those developments which were already committed could not be included. The unfortunate part of this issue is the only business that will ever benefit from our short involvement in the Enterprise Zone is the one which already committed and had begun construction. All new companies and those wishing to expand such as Mennie's will not be offered the incentive or enticement. The second part of accountability was acting to the question of abatement. The Board's job is to ensure that taxpayers are treated fairly. One cannot evade taxes while others pay. I will make no apology and stand steadfast that the developments which began before our resolution was passed deserve no abatement. That is not the case. As such, I and every Board member for the last five years have directed at one time or another, the administration to continue this suit. I assure you that it was not whimsical and was not without continuous data and tough debate. I assure you that each person thoroughly evaluated the information provided. Once the data showed a net loss, we all agreed to discontinue the course of action. Does that rational decision make us wrong? You have asked for action. I want to share with you first timers here that I normally oppose the pay raise for our president for various reasons. Last week I emphatically supported his compensation. Why? Because this man before you has done what the Board has asked of him on this issue and has unfortunately taken the brunt of why we are here. Do I agree with all aspects of his management? No. But on this issue he has done what we have asked of him. Hold us accountable if you must. Others have been accused of wrong doing. Since they are employees and report to the president, they deserve deliberation in closed session and due process. I ask for your respect of the process. Thank you again for expressing your concerns here tonight.

**STATEMENT BY MS. BONUCCI**

Thanks to everyone for being here tonight and I am sorry to see that so many have left. As tough as it is to hear what you have to say, it is important to listen to all of your concerns. The events of the last few years has been highly stressful for all involved and no one is more disappointed in the outcome than me along with the rest of the Board. I apologize for my personal actions, however well intended they were, that resulted in a loss of confidence from the community. I will personally work hard with this Board to repair and rebuild those relationships. I believe this Board has IVCC's best interest at heart. Thank you.

**CONSENT AGENDA**

It was moved by Mr. Solon 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 11, 2015 Board Meeting; June 11, 2015 Closed Session Minutes Committee Meeting; and June 16, 2015 Audit/Finance Committee Meeting

Approval of Bills - \$965,261.79

Education Fund - \$745,832.47; Operations & Maintenance Fund - \$63,614.86; Operations & Maintenance (Restricted Fund) - \$217.92; Auxiliary Fund - \$33,429.03; Restricted Fund - \$24,810.37; Audit Fund - \$2,525.00; and Liability, Protection and Settlement Fund - \$94,832.14

Treasurer's Report

Personnel

Approved the stipends for the pay periods ending May 30, 2015; June 6, 2015; and June 13, 2015

Purchase Requests

Approved to expend \$84,612 for annual radio advertising, billboard contracts, and television advertising for fiscal year 2016 from NRG Media; LaSalle County Broadcasting Corp.; Studstill Media; WZOE, Inc.; and Comcast Spotlight.

Purchased the following through buying consortiums: Janitorial supplies from Interline Brands, Inc., d/b/a/ AmSan, Peoria, Illinois, at an estimated annual cost of \$54,000 through the Illinois Public Higher Education Cooperative (IPHEC) and elevator maintenance services from ThyssenKrupp Elevator Corporation, Peoria, Illinois, through National Joint Powers Alliance (NJPA) at an annual cost of \$22,921.44.

Approved to expend an estimated \$55,000 for fuel for the Truck Driving Training Program using WEX Inc. fuel cards.

Daikin Applied Americas, Inc. Chiller Maintenance

Approved to extend the existing contract with Daikin Applied Americas Inc. for one (1) additional year at a cost of \$46,321.

**PRESIDENT'S REPORT**

Dr. Corcoran reported employee recognition has always been a priority at IVCC and that's why he encouraged everyone to stop by the area near the stairwell just west of the main entrance to the Peter Miller Community Technology Center and see how the College is recognizing three employees on an annual basis: winners of the Stephen Charry Memorial Award for Teaching Excellence, the Connie Skerston Memorial Award for Support Staff Distinguished Service, and the Outstanding Part-time Faculty Award. Dr. Rebecca Donna, Lorri Foockle and Dan Serafini respectfully are the first three to be recognized. Dr. Corcoran also recognized Glenna Jones and Paula Hallock for the fine job they do of being such strong advocates for employee recognition. As a reminder, Dr. Corcoran noted the LPN pinning ceremony will be held on Tuesday, July 21 at 5 p.m. in the Cultural Centre. There are 17 graduates in this year's class. The College would love to have as many board members as possible for the event so he asked the board members to please advise Jeanne or himself of their plans which would be much appreciated. The IVCC Foundation golf outing held on June 17 was a success thanks to Janice Corrigan, Donna Swiskoski Carey Burns, David Dodge and Fran Brolley. Approximately 40 golfers participated, including Trustees Jane Goetz, Laurie Bonucci, Everett Solon and board attorney, Walt Zukowski. The event netted over \$6,000. Sue Isermann and Jamie Gahm recently brought to Dr. Corcoran's attention that the Truck Driver Training program started class number 300 on June 22, 2015 having served the

community for over 15 years. IVCC's TDT program is a perfect example of when somebody says the role of the community college is to respond to the needs of the community it serves. Dr. Corcoran congratulated Bruce Hartman, program coordinator extraordinaire, on a job well done. And finally a word of thanks to (1) Trustee David Mallery for the role he played as a key member of the Board's Facilities Committee in positioning the college favorably for receiving a \$113,000 grant for implementing energy efficiencies in the Community Technology Center, and (2) Cheryl Roelfsema for keeping Phase 3 of our major construction project on track with a December end date by working out an agreement with the Capital Development Board, despite the fact that a state budget for FY2016 is not yet in place.

### **COMMITTEE REPORTS**

Dr. Huffman noted the Audit/Finance Committee met on Tuesday, June 16 and the minutes from that meeting are included in the board book. Eventually everything the Committee discussed will be brought to the Board. He reported the Workers' Compensation Experience Rating for IVCC went down dramatically and commended employees, Human Resources, and the insurance carrier in helping the College to manage the claims.

Mr. Mallery reported the house passed legislation to restrict severance packages for community college presidents. It will now go to the Governor's desk for his signature. ICCTA was opposed to this legislation and thought it should be controlled by the local board of each college.

Dr. Huffman questioned whether IVCC should continue to be a member of the ICCTA with the apparent financial misdealing at the College of DuPage and the report on alleged mismanagement at South Suburban. He believes ICCTA should take a stand on this. The ICCTA organization has boiled down to a social gathering place. Dr. Huffman questions going forward. Mr. Mallery asked Dr. Huffman to help him draft a letter to the ICCTA that they should question material issues and if it is wrong, they should stand up and oppose legislation.

### **FY2016 TENTATIVE BUDGET**

It was moved by Dr. Huffman and seconded by Mr. Solon to adopt the Resolution approving the FY2016 Tentative Budget, as presented and authorize publication of the Notice of Public Hearing. Motion passed by voice vote.

### **STAFF APPOINTMENT – QUINTIN M. OVEROCKER, DIRECTOR OF ADMISSIONS, RECORDS, AND TRANSFER SERVICES**

It was moved by Mr. Burnette and seconded by Dr. Driscoll to approve the appointment of Quintin M. Overocker as the Director of Admissions, Records, and Transfer Services with an annualized salary of \$60,500. Mr. Overocker is a native of Ancona, Illinois and this position brings him back home. His last position was the associate registrar at Illinois Wesleyan University. Mr. Grzybowski believes Mr. Overocker will be a wonderful fit at the College. Motion passed by voice vote.

### **FACULTY APPOINTMENT – DANIEL J. SERAFINI, MATHEMATICS INSTRUCTOR**

It was moved by Mr. Mallery and seconded by Ms. Goetz to approve the appointment of Daniel J. Serafini as Mathematics Instructor assigned to the Division of English, Math and Education, with

placement on the salary schedule at Step C-12 - \$58,931. Mr. Serafini has been a part-time mathematics instructor at IVCC for the past five years. Motion passed by voice vote.

**REDUCTION IN FORCE – JANICE STUDER, ADMINISTRATIVE ASSISTANT, FINANCIAL AID**

It was moved by Mr. Solon and seconded by Dr. Driscoll to approve with regret, the termination of the employment of Janice Studer, Administrative Assistant in the Financial Aid department due to changing needs of the College, effective August 31, 2015. This reduction in force is not associated with her performance. Motion passed by voice vote.

**PROPOSAL RESULTS – HEALTH INSURANCE CONSULTANT**

It was moved by Ms. Goetz and seconded by Mr. Mallery to accept the proposal of Northwest Comprehensive, Inc., in the amount of \$8,000, to assist in analyzing health insurance options and the bidding process. It was noted there was a wide range in proposed fees and the administration specifically raised these concerns. Everyone on the selection committee felt strongly that Northwest Comprehensive was the right proposal. Motion passed by voice vote.

**PROPOSAL RESULTS – CLASSROOM CONTROL AND MANAGEMENT SOFTWARE**

It was moved by Dr. Huffman and seconded by Dr. Driscoll to accept the initial implementation proposal from Uteology Corporation, Santa Ana, California, in the amount of \$40,640. Motion passed by voice vote.

**STUDENT ATHLETIC AND CATASTROPHIC STUDENT ATHLETIC INSURANCE RENEWALS**

It was moved by Ms. Bonucci and seconded by Mr. Solon to accept the recommendation of the insurance consultant to accept the proposal from Guarantee Trust Life for the student insurance coverage with 1<sup>st</sup> Agency at \$39,400. Motion passed by voice vote.

**LASALLE TIF – INTERGOVERNMENTAL AGREEMENT EXTENSION**

It was moved by Mr. Solon and seconded by Ms. Goetz to approve support of the 12-year extension of LaSalle TIF District I and authorize the administration to send a letter of support for securing approval in the State Legislature. Motion passed by voice vote.

**REQUEST FOR BOARD APPROVAL ON TRANSFER OF FUNDS FOR INFORMATION TECHNOLOGY INFRASTRUCTURE IMPROVEMENTS**

It was moved by Ms. Goetz and seconded by Dr. Driscoll to transfer \$663,052 from the Auxiliary Enterprise Fund to the Education Fund for Information Technology Infrastructure Improvements made during FY2015. Motion passed by voice vote.

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

It was moved by Ms. Goetz and seconded by Mr. Solon to approve the release of closed session minutes of the November 19, 2013 (Semi-annual Review of Closed Session Minutes); June 9, 2014 (Semi-annual Review of Closed Session Minutes); June 12, 2014 (Student Discipline); September 11, 2014 (Letter of Understanding); November 13, 2014 (Semi-annual Review of Closed Session Minutes) meetings. Motion passed by voice vote.

### **TRUSTEE COMMENT**

Mr. Burnette congratulated the IVCC Foundation on a successful campaign to increase the number of student scholarships by over 300. At a time of decreasing revenues and belt tightening, it is very important work that the Foundation does to insulate students from the cost, especially since IVCC's tuition rate at points in the last five years outpaced the state's growth in average tuition rate.

### **CLOSED SESSION**

It was moved by Ms. Goetz and seconded by Dr. Driscoll to convene a closed session at 8:25 p.m. to discuss 1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 2) collective negotiations; 3) litigation; and 4) closed session minutes. Motion passed by voice vote.

After a short break, the Board entered closed session at 8:28 p.m. On a motion by Mr. Solon and seconded by Dr. Driscoll, the regular meeting resumed at 8:50 p.m. Motion passed by voice vote.

### **CLOSED SESSION MINUTES**

It was moved by Dr. Driscoll and seconded by Dr. Huffman to approve and retain the closed session minutes of the June 11, 2015 Closed Session Minutes Committee meeting and the June 11, 2015 Board meeting. Motion passed by voice vote.

### **OTHER**

Mr. Mike Kasap stated he supported the Board in its decisions. There is a lot of dynamics specifically in the paper right now and he understands the responsibilities of the Board and he has a lot of empathy on his part as a representative of the city of LaSalle.

### **ADJOURNMENT**

Ms. Olivero declared the meeting adjourned at 8:52 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 2015

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

Kathy Ross  
Controller

## FINANCIAL HIGHLIGHTS – July 2015

### Revenues

- As of July 30, the headcount for Summer semester 2015 was 1,351, which is 29 students less than at the same point in time last year. However, credit hours for Summer 2015 increased by 139, or 2.33 percent, for a total of 6,127, from this point in time one year ago. This is the first increase in credit hours for summer semester since summer 2010. As of July 30, the headcount for fall semester is 2,841, which is seven students more than at the same point in time last year. Credit hours for fall 2015 decreased by 577, or 1.99 percent, for a total of 28,347, from this point in time one year ago. These numbers are prior to the first drop for nonpayment which could result in lower headcount and credit hours.
- The State of Illinois Base Operating Grant payment has been paid through May 2015 and we have received \$33,333, or 66 percent, of the Equalization Grant. The FY16 State of Illinois budget presented to the legislature provided for flat funding for community colleges after the FY15 2.25 percent reduction.
- Both the federal and state portions of Adult Education grants have been paid through June 2015.

### Expenditures

Since the start of the fiscal year on July 1, 2015, there have been no large or significant expenditures. College operations are continuing as normal despite no State budget. State grant funds, as well as the federal grants that flow through state agencies, are being delayed, as well as MAP (Monetary Assistant Program) student aid.

### Protection, Health & Safety Projects:

- Building A Air Handler/Chiller Replacement – a pre-construction meeting with Dodson Plumbing, Heating and Air Conditioning was held April 22. Contractor will mobilize the first half of December;
- Building E Elevator – in progress as part of the Phase 3 project;
- Asbestos Removal – asbestos abatement is complete;
- Building B Air Handler/Chiller Replacement – approved by ICCB with installation planned for winter 2016;
- Exterior Door Replacement – bid submitted by Vissering Construction was approved and work will commence in September 2015; and
- Cultural Centre Carpet Replacement – Project is complete.

### Community Instructional Center Project:

- Building D – casework in progress; doors being hung; dropping ceiling tile;
- Building E – casework is started, drywalling, taping, and painting in progress;
- Building C – demolition is complete; framed and drywalled; plumbing in progress.

Illinois Valley Community College District No. 513  
 Combined Balance Sheet  
 All Fund Types and Account Groups  
 July 31, 2015

	Governmental Fund Types			Proprietary Fund Types	Fiduciary Fund Types	Account Groups		Total (Memorandum Only)
	General	Special Revenue	Debt Service	Enterprise	Trust and Agency Funds	General Fixed Assets	General Long-Term Debt	
<b>Assets and Other Debits</b>								
Cash and cash equivalents	\$ 377,854	1,649,219	155,072	\$ 802,365	\$ 240,538			\$ 3,225,048
Investments	6,760,810	12,292,137	1,191,506	480,096	-			20,724,549
Receivables								
Property taxes	7,911,385	1,797,330	1,261,600	-	-			10,970,315
Governmental claims	151,448	179,284	-	-	-			330,732
Tuition and fees	3,053,406	476	-	73,649	85			3,127,616
Due from other funds	1,027,468	36,963	34,944	-	-			1,099,375
Due from student groups								-
Bookstore inventories	-	-	-	1,217,471	-			1,217,471
Other assets	267,338	11,779	-	3,167	-		2,008,741	2,291,025
Fixed assets - net where applicable	-	-	-	17,218	-	61,307,560	-	61,324,778
Other debits								
Amount available in Debt Service Fund	-	-	-	-	-	-	-	-
Amount to be provided to retire debt	-	-	-	-	-		(498,741)	(498,741)
<b>Other Debits</b>	<u>\$19,549,709</u>	<u>\$15,967,188</u>	<u>\$ 2,643,122</u>	<u>\$ 2,593,966</u>	<u>\$ 240,623</u>	<u>\$61,307,560</u>	<u>\$ 1,510,000</u>	<u>\$ 103,812,168</u>

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Illinois Valley Community College District No. 513  
 Combined Balance Sheet  
 All Fund Types and Account Groups  
 July 31, 2015

	Governmental Fund Types			Proprietary Fund Types	Fiduciary Fund Types	Account Groups		Total (Memorandum Only)
	General	Special Revenue	Debt Service	Enterprise	Trust and Agency Funds	General Fixed Assets	General Long-Term Debt	
<b>Liabilities</b>								
Accounts payable	\$ 154,950	\$ -	\$ 3,146	\$ 23,658	\$ 6,864			\$ 188,618
Accrued salaries & benefits	1,635,367	25,328	-	20,198	-			1,680,893
Post-retirement benefits & other		-	-	-	-			-
Unclaimed property	1,659	2,379	-	-	46			4,084
Due to other funds	182,031	753,346	-	84,422	79,576			1,099,375
Due to student groups/deposits	82,477	-	-	-	154,137			236,614
Deferred revenue								-
Property taxes	3,958,411	899,275	631,235	-	-			5,488,921
Tuition and fees	-	-	-	-	-			-
Grants	-	-	-	-	-			-
Bonds payable	-	-	-	-	-		1,510,000	1,510,000
Total liabilities	<u>6,014,895</u>	<u>1,680,328</u>	<u>634,381</u>	<u>128,278</u>	<u>240,623</u>	-	<u>1,510,000</u>	<u>10,208,505</u>
<b>Equity and Other Credits</b>								
Investment in general fixed assets						61,307,560		61,307,560
Contributed capital								-
Retained earnings								-
Fund balance								-
Reserved for restricted purposes		14,286,860						14,286,860
Reserved for building purposes								-
Reserved for debt service			2,008,741					2,008,741
Reserved for Liab.,Prot.,Settl.								-
Unreserved	<u>13,534,814</u>	<u>-</u>	<u>-</u>	<u>2,465,688</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>16,000,502</u>
Total equity and other credits	<u>13,534,814</u>	<u>14,286,860</u>	<u>2,008,741</u>	<u>2,465,688</u>	<u>-</u>	<u>61,307,560</u>	<u>-</u>	<u>93,603,663</u>
<b>Total Liabilities, Equity and Other Credits</b>	<u>\$19,549,709</u>	<u>\$15,967,188</u>	<u>\$ 2,643,122</u>	<u>\$ 2,593,966</u>	<u>\$ 240,623</u>	<u>\$61,307,560</u>	<u>\$ 1,510,000</u>	<u>\$ 103,812,168</u>

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 2016 Revenues & Expenditures by Fund  
 For the one month ended July 31, 2015

	Education Fund	Operations & Maintenance Fund	Operations & Maintenance Fund	Bond & Interest Fund	Working Cash Fund	Auxiliary Enterprises Fund	Restricted Purposes Fund	Liability Protection & Settlement Fund	Audit Fund	Total (Memorandum Only)
Actual Revenues	\$ 7,262,063	\$ 859,166	\$ 674,828	\$ 570,849	\$ 29	\$ 30,637	\$ 320,861	\$ 121,601	\$ 17,180	\$ 9,857,214
Actual Expenditures	(2,010,639)	(125,042)	(27,032)	-	-	(134,400)	(395,905)	(50,289)	(6,650)	(2,749,957)
Other Financing Sources (Uses)	-	-	-	-	-	-	-	-	-	-
Excess (deficit) of Revenues and other financing sources over expenditures and other financing uses	5,251,424	734,124	647,796	570,849	29	(103,763)	(75,044)	71,312	10,530	7,107,257
Fund balances July 1, 2015 (est)	4,835,943	2,713,326	6,491,426	1,437,892	4,733,968	2,569,451	14,091	2,362,973	29,781	25,188,851
Fund balances July 31, 2015	\$ 10,087,367	\$ 3,447,450	\$ 7,139,222	\$ 2,008,741	\$ 4,733,997	\$ 2,465,688	\$ (60,953)	\$ 2,434,285	\$ 40,311	\$ 32,296,108

Illinois Valley Community College District No. 513  
 Summary of Fiscal Year 2016 Revenues & Expenditures by Fund  
 For the one month ended July 31, 2015

	Annual Budget FY2016	Actual 7/31/15	Act/Budget 8.3%	Actual 7/31/14	Act/Budget 8.3%	Annual Budget FY2015
<b>EDUCATION FUND REVENUES</b>						
Local Government Sources:						
Current Taxes	\$ 6,826,706	\$ 3,031,606	44.4%	\$ 3,647,194	53.9%	\$ 6,762,916
Corporate Personal Property Replacement Tax	873,556	-	0.0%	-	0.0%	798,556
TIF Revenues	381,000	-	0.0%	-	0.0%	381,000
Total Local Government	<u>8,081,262</u>	<u>3,031,606</u>	37.5%	<u>3,647,194</u>	45.9%	<u>7,942,472</u>
State Government:						
ICCB Credit Hour Grant	2,009,096	-	0.0%	(161,945)	-8.4%	1,923,233
Equalization	50,000	-	0.0%	(16,667)	-33.3%	50,000
Career/Technical Education Formula Grant	165,000	-	0.0%	-	0.0%	165,000
Other	-	-	0.0%	-	0.0%	-
Total State Government	<u>2,224,096</u>	<u>-</u>	0.0%	<u>(178,612)</u>	-8.4%	<u>2,138,233</u>
Federal Government						
PELL Administrative Fees	8,300	-	0.0%	-	0.0%	10,000
Total Federal Government	<u>8,300</u>	<u>-</u>	0.0%	<u>-</u>	0.0%	<u>10,000</u>
Student Tuition and Fees:						
Tuition	7,451,219	3,796,465	51.0%	3,472,150	46.9%	7,399,631
Fees	897,300	430,782	48.0%	439,561	45.5%	966,527
Total Tuition and Fees	<u>8,348,519</u>	<u>4,227,247</u>	50.6%	<u>3,911,711</u>	46.8%	<u>8,366,158</u>
Other Sources:						
Public Service Revenue	428,950	4,125	1.0%	33,532	8.1%	413,960
Nongovernmental Gifts	-	-	#DIV/0!	-	0.0%	40,000
Other	90,102	(915)	-1.0%	10,286	9.4%	109,472
Total Other Sources	<u>519,052</u>	<u>3,210</u>	0.6%	<u>43,818</u>	7.8%	<u>563,432</u>
<b>TOTAL EDUCATION FUND REVENUE</b>	<u>\$ 19,181,229</u>	<u>7,262,063</u>	37.9%	<u>7,424,111</u>	39.0%	<u>19,020,295</u>
<b>EDUCATION FUND EXPENDITURES</b>						
Instruction:						
Salaries	\$ 8,915,712	1,092,591	12.3%	1,166,434	13.1%	8,893,252
Employee Benefits	1,585,859	152,102	9.6%	177,175	11.3%	1,567,960
Contractual Services	147,647	10,135	6.9%	6,607	4.7%	140,588
Materials & Supplies	461,421	5,913	1.3%	9,556	2.2%	441,166
Conference & Meeting Expenses	92,169	288	0.3%	1,467	2.1%	70,829
Fixed Charges	197,500	-	0.0%	8,852	4.0%	219,500
Utilities	-	-	0.0%	-	0.0%	600
Capital Outlay	4,094	-	0.0%	-	0.0%	3,245
Other	-	-	0.0%	-	0.0%	-
Total Instruction	<u>\$ 11,404,402</u>	<u>\$ 1,261,029</u>	11.1%	<u>\$ 1,370,091</u>	12.1%	<u>\$ 11,337,140</u>

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Illinois Valley Community College District No. 513  
Fiscal Year 2015 Budget to Actual Comparison  
For the one month ended July 31, 2015

EDUCATION FUND EXPENDITURES (continued)	Annual Budget FY2016	Actual 7/31/15	Act/Budget 8.3%	Actual 7/31/14	Act/Budget 8.3%	Annual Budget FY2015
Academic Support:						
Salaries	\$ 692,859	\$ 76,782	11.1%	\$ 72,416	10.8%	\$ 672,958
Employee Benefits	144,988	14,887	10.3%	17,505	13.0%	134,630
Contractual Services	172,207	10,301	6.0%	90,375	54.0%	167,246
General Materials & Supplies	473,885	15,945	3.4%	28,573	11.7%	243,898
Conference & Meeting Expenses	11,445	-	0.0%	90	0.8%	11,885
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	25,343	2,700	10.7%	2,268	9.0%	25,283
Capital Outlay	78,750	-	0.0%	-	0.0%	850
Other	-	-	0.0%	-	0.0%	-
Total Academic Support	<u>1,599,477</u>	<u>120,615</u>	7.5%	<u>211,227</u>	16.8%	<u>1,256,750</u>
Student Services:						
Salaries	1,226,134	147,924	12.1%	131,760	11.0%	1,194,194
Employee Benefits	322,348	26,211	8.1%	33,763	11.4%	296,852
Contractual Services	7,400	-	0.0%	2,350	37.6%	6,250
Materials & Supplies	54,260	1,786	3.3%	3,222	6.0%	53,560
Conference & Meeting Expenses	22,955	160	0.7%	720	3.5%	20,675
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Student Services	<u>1,633,097</u>	<u>176,081</u>	10.8%	<u>171,815</u>	10.9%	<u>1,571,531</u>
Public Services/Continuing Education:						
Salaries	453,520	61,832	13.6%	79,188	17.8%	445,953
Employee Benefits	51,310	7,153	13.9%	10,128	19.5%	51,932
Contractual Services	224,150	12,139	5.4%	5,089	1.9%	263,250
Materials & Supplies	78,350	3,274	4.2%	8,808	10.4%	85,025
Conference & Meeting Expenses	19,465	422	2.2%	1,013	8.1%	12,510
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Public Services/Continuing Education	<u>826,795</u>	<u>84,820</u>	10.3%	<u>104,226</u>	12.1%	<u>858,670</u>
Institutional Support:						
Salaries	1,792,349	199,022	11.1%	188,957	11.2%	1,686,123
Employee Benefits	486,552	56,312	11.6%	63,958	12.7%	505,137
Contractual Services	623,325	1,322	0.2%	184,143	34.4%	535,329
Materials & Supplies	502,230	31,280	6.2%	42,867	8.8%	484,584
Conference & Meeting Expenses	60,750	184	0.3%	-	0.0%	66,900
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	9,628	1,100	11.4%	748	6.7%	11,228
Capital Outlay	157,250	-	0.0%	-	0.0%	751,280
Other	24,375	(325)	-1.3%	(552)	-1.3%	41,000
Provision for Contingency	151,767	-	0.0%	-	0.0%	-
Total Institutional Support	<u>3,808,226</u>	<u>288,895</u>	7.6%	<u>480,121</u>	11.8%	<u>4,081,581</u>
Scholarships, Grants and Waivers	488,750	79,199	16.2%	69,601	11.8%	588,700
<b>TOTAL EDUCATION FUND EXPENDITURES</b>	<u>\$ 19,760,747</u>	<u>\$ 2,010,639</u>	10.2%	<u>\$ 2,407,081</u>	12.2%	<u>\$ 19,694,372</u>
<b>INTERFUND TRANSFERS - NET</b>	<u>\$ 580,268</u>	<u>\$ -</u>	0.0%	<u>\$ -</u>	0.0%	<u>\$ 751,280</u>

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**Illinois Valley Community College District No. 513  
Fiscal Year 2015 Budget to Actual Comparison  
For the one month ended July 31, 2015**

	<u>Annual Budget FY2016</u>	<u>Actual 7/31/15</u>	<u>Act/Budget 8.3%</u>	<u>Actual 7/31/14</u>	<u>Act/Budget 8.3%</u>	<u>Annual Budget FY2015</u>
<b>OPERATIONS &amp; MAINTENANCE FUND REVENUES</b>						
Local Government Sources:						
Current Taxes	\$ 1,197,142	\$ 539,775	45.1%	\$ 650,455	53.9%	\$ 1,206,048
Corporate Personal Property Replacement Tax	165,921	-	0.0%	-	0.0%	140,921
TIF	127,000	-	0.0%	-	0.0%	127,000
Total Local Government	<u>1,490,063</u>	<u>539,775</u>	<u>36.2%</u>	<u>650,455</u>	<u>44.1%</u>	<u>1,473,969</u>
State Government:						
ICCB Credit Hour Grant	174,704	-	0.0%	(28,579)	-8.4%	339,394
Total State Government	<u>174,704</u>	<u>-</u>	<u>0.0%</u>	<u>(28,579)</u>	<u>-8.4%</u>	<u>339,394</u>
Student Tuition and Fees:						
Tuition	610,408	309,338	50.7%	300,805	51.1%	589,134
Total Tuition and Fees	<u>610,408</u>	<u>309,338</u>	<u>50.7%</u>	<u>300,805</u>	<u>51.1%</u>	<u>589,134</u>
Other Sources:						
Facilities Revenue	125,000	10,234	8.2%	9,013	7.8%	115,000
Investment Revenue	1,500	80	5.3%	169	8.5%	2,000
Non-Governmental Gifts & Grants	-	-	0.0%	-	0.0%	-
Other	-	(261)	0.0%	20	-	-
Total Other Sources	<u>126,500</u>	<u>10,053</u>	<u>7.9%</u>	<u>9,202</u>	<u>7.9%</u>	<u>117,000</u>
<b>TOTAL OPERATIONS &amp; MAINTENANCE FUND REVENUES</b>	<u>\$ 2,401,675</u>	<u>\$ 859,166</u>	<u>35.8%</u>	<u>\$ 931,883</u>	<u>37.0%</u>	<u>\$ 2,519,497</u>
<b>OPERATIONS &amp; MAINTENANCE FUND</b>						
Operations & Maintenance of Plant:						
Salaries	\$ 870,560	\$ 94,818	10.9%	\$ 94,001	10.9%	\$ 858,848
Employee Benefits	261,511	20,964	8.0%	29,434	11.0%	266,394
Contractual Services	196,000	6,695	3.4%	3,918	2.2%	178,550
General Materials & Supplies	224,070	2,523	1.1%	1,804	0.8%	218,470
Conference & Meeting Expenses	5,675	-	0.0%	146	8.5%	1,725
Fixed Charges	69,750	85	0.1%	-	0.0%	66,250
Utilities	649,713	41,105	6.3%	(28,378)	-3.9%	726,900
Capital Outlay	94,000	(47,532)	-50.6%	-	0.0%	626,038
Provision for Contingency	25,000	-	0.0%	-	0.0%	-
Other	(63,000)	-	0.0%	(63,000)	0.0%	(63,000)
Total Operations & Maintenance of Plant	<u>2,333,279</u>	<u>118,658</u>	<u>5.1%</u>	<u>37,925</u>	<u>1.3%</u>	<u>2,880,175</u>
Institutional Support:						
Salaries	48,149	4,843	10.1%	4,847	9.8%	49,556
Employee Benefits	10,297	1,091	10.6%	1,165	12.1%	9,665
Contractual Services	1,500	-	0.0%	2,491	166.1%	1,500
Materials & Supplies	3,450	450	13.0%	220	6.1%	3,601
Conference & Meeting Expenses	-	-	0.0%	-	0.0%	-
Fixed Charges	5,000	-	0.0%	-	0.0%	5,000
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Institutional Support	<u>68,396</u>	<u>6,384</u>	<u>9.3%</u>	<u>8,723</u>	<u>12.6%</u>	<u>69,322</u>
<b>TOTAL OPERATIONS &amp; MAINTENANCE FUND EXPENDITURES</b>	<u>\$ 2,401,675</u>	<u>\$ 125,042</u>	<u>5.2%</u>	<u>\$ 46,648</u>	<u>1.6%</u>	<u>\$ 2,949,497</u>

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Illinois Valley Community College District No. 513  
 Fiscal Year 2016 Budget to Actual Comparison  
 For the one month ended July 31, 2015

	Annual Budget FY2016	Actual 7/31/15	Act/Budget 8.3%	Actual 7/31/14	Act/Budget 8.3%	Annual Budget FY2015
<b>OPERATIONS &amp; MAINTENANCE FUND (RESTRICTED)</b>						
Local Government Sources						
Current Taxes	\$ 1,496,428	\$ 674,721	45.1%	\$ 802,041	53.5%	\$ 1,498,515
State Government Sources	235,000	-	0.0%	-	0.0%	2,000,000
Investment Revenue	3,572	107	3.0%	296	3.7%	8,000
Other Revenue	-	-	0.0%	-	0.0%	-
<b>TOTAL OPERATIONS &amp; MAINTENANCE FUND (RESTRICTED) REVENUES</b>	<b>\$ 1,735,000</b>	<b>674,828</b>	<b>38.9%</b>	<b>802,337</b>	<b>22.9%</b>	<b>3,506,515</b>

**OPERATIONS & MAINTENANCE FUND (RESTRICTED)**

Operations & Maintenance						
Contractual Services	\$ -	-	0.0%	(41,850)	0.0%	-
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	2,977,071	27,032	0.9%	(185,659)	-5.3%	3,500,000
<b>TOTAL OPERATIONS &amp; MAINTENANCE FUND (RESTRICTED) EXPENDITURES</b>	<b>\$ 2,977,071</b>	<b>27,032</b>	<b>0.9%</b>	<b>(227,509)</b>	<b>-6.5%</b>	<b>3,500,000</b>
<b>INTERFUND TRANSFERS - NET</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ -</b>		<b>\$ 270,000</b>

	Annual Budget FY2016	Actual 7/31/15	Act/Budget 8.3%	Actual 7/31/14	Act/Budget 8.3%	Annual Budget FY2015
<b>BOND &amp; INTEREST FUND</b>						
Local Government Sources						
Current Taxes	\$ 1,267,175	\$ 570,811	45.0%	\$ 681,935	53.9%	\$ 1,266,316
Investment Revenue	1,000	38	3.8%	76	2.2%	3,500
<b>TOTAL BOND &amp; INTEREST FUND REVENUES</b>	<b>1,268,175</b>	<b>570,849</b>	<b>45.0%</b>	<b>682,011</b>	<b>53.7%</b>	<b>1,269,816</b>
<b>BOND &amp; INTEREST FUND</b>						
Institutional Support:						
Debt Principal Retirement	\$ 1,245,000	-	0.0%	-	0.0%	1,215,000
Interest on Bonds	22,188	-	0.0%	-	0.0%	51,425
Fees	500	-	0.0%	-	0.0%	500
<b>TOTAL BOND &amp; INTEREST EXPENDITURES</b>	<b>\$ 1,267,688</b>	<b>\$ -</b>	<b>0.0%</b>	<b>\$ -</b>	<b>0.0%</b>	<b>\$ 1,266,925</b>

**Fiscal Year 2016 Budget to Actual Comparison**

	Annual Budget FY2016	Actual 7/31/15	Act/Budget 8.3%	Actual 7/31/14	Act/Budget 8.3%	Annual Budget FY2015
<b>WORKING CASH FUND</b>						
Investment Revenue	\$ 20,000	\$ 29	0.1%	\$ (746)	-3.0%	\$ 25,000
<b>TOTAL WORKING CASH REVENUES</b>	<b>20,000</b>	<b>29</b>	<b>0.1%</b>	<b>(746)</b>	<b>-3.0%</b>	<b>25,000</b>
Transfers In (Out)	\$ (70,000)	\$ -	0.0%	\$ -	#DIV/0!	

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Illinois Valley Community College District No. 513  
 Summary of Fiscal Year 2016 Revenues & Expenditures by Fund  
 For the one month ended July 31, 2015

	Annual Budget FY2016	Actual 7/31/15	Act/Budget 8.3%	Actual 7/31/14	Act/Budget 8.3%	Annual Budget FY2015
<b>AUXILIARY ENTERPRISES FUND</b>						
Service Fees	\$ 2,385,600	\$ 30,630	1.3%	\$ 99,787	4.5%	\$ 2,228,700
Other Revenue	-	-	0.0%	-	0.0%	-
Investment Revenue	3,000	7	0.2%	53	1.2%	4,500
<b>TOTAL AUXILIARY ENTERPRISES FUND REVENUES</b>	<u>2,388,600</u>	<u>30,637</u>	1.3%	<u>99,840</u>	4.5%	<u>2,233,200</u>

<b>AUXILIARY ENTERPRISES FUND</b>						
Salaries	\$ 339,239	32,381	9.5%	32,931	9.8%	336,026
Employee Benefits	89,872	8,026	8.9%	8,676	9.4%	92,335
Contractual Services	42,230	-	0.0%	3,442	7.6%	45,050
Materials & Supplies	1,973,765	93,993	4.8%	85,653	4.3%	1,975,230
Conference & Meeting	28,430	-	0.0%	-	0.0%	26,456
Fixed Charges	45,150	-	0.0%	-	0.0%	45,150
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay/Depreciation	5,748	-	0.0%	-	0.0%	3,838
Other	111,500	-	0.0%	63,038	600.4%	10,500
<b>TOTAL AUXILIARY ENTERPRISES EXPENDITURES</b>	<u>2,635,934</u>	<u>134,400</u>	5.1%	<u>193,740</u>	7.6%	<u>2,534,585</u>

<b>Transfer In (Out)</b>	<u>\$ (475,336)</u>	<u>\$ -</u>	0.0%	<u>\$ (61,414)</u>	0.0%	<u>\$ 338,586</u>
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	Annual Budget FY2016	Actual 7/31/15	Act/Budget 8.3%	Actual 7/31/14	Act/Budget 8.3%	Annual Budget FY2015
<b>RESTRICTED PURPOSES FUND</b>						
Local Government Sources	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -
State Government Sources	313,970	5,959	1.9%	(542)	-0.1%	390,814
Federal Government Sources	5,826,932	263,625	4.5%	196,523	2.9%	6,765,584
Service Fees	3,000	32,375	1079.2%	360	12.0%	3,000
Nongovernmental gifts or grants	58,768	18,900	0.0%	-	0.0%	60,000
Other Revenue	-	2	0.0%	32	0.0%	-
<b>TOTAL RESTRICTED PURPOSES FUND REVENUES</b>	<u>\$ 6,202,670</u>	<u>320,861</u>	5.2%	<u>196,373</u>	2.7%	<u>7,219,398</u>

<b>RESTRICTED PURPOSES FUND</b>						
Instruction:						
Salaries	\$ 474,258	32,919	6.9%	29,159	5.9%	495,023
Employee Benefits	108,540	9,915	9.1%	7,535	6.7%	111,838
Contractual Services	25,135	-	0.0%	-	0.0%	75,830
Materials & Supplies	57,846	8,830	15.3%	6,493	5.2%	124,746
Conference & Meeting	24,339	1,451	6.0%	455	0.7%	63,266
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	2,500	-	0.0%	-	0.0%	1,314
Capital Outlay	-	-	0.0%	-	0.0%	211,541
Other	-	-	0.0%	-	0.0%	-
<b>Total Instruction</b>	<u>\$ 692,618</u>	<u>\$ 53,115</u>	7.7%	<u>\$ 43,642</u>	4.0%	<u>\$ 1,083,558</u>

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Illinois Valley Community College District No. 513  
 Summary of Fiscal Year 2016 Revenues & Expenditures by Fund  
 For the one month ended July 31, 2015

RESTRICTED PURPOSES FUND	Annual Budget FY2016	Actual 7/31/15	Act/Budget 8.3%	Actual 7/31/14	Act/Budget 8.3%	Annual Budget FY2015
<b>Academic Support</b>						
Salaries	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -
Employee Benefits	-	-	0.0%	-	0.0%	-
Materials & Supplies	-	-	0.0%	265	0.0%	-
Conference & Meeting	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
<b>Total Academic Support</b>	<u>-</u>	<u>-</u>	<u>0.0%</u>	<u>265</u>	<u>0.0%</u>	<u>-</u>
<b>Student Services</b>						
Salaries	189,882	19,249	10.1%	18,196	9.7%	187,602
Employee Benefits	77,435	7,708	10.0%	7,635	11.1%	68,484
Contractual Services	2,150	474	22.0%	-	0.0%	2,320
Materials & Supplies	2,100	-	0.0%	106	2.0%	5,400
Conference & Meeting	3,071	-	0.0%	-	0.0%	6,112
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Tuition Waivers (TRiO Grant)	16,014	-	0.0%	-	0.0%	20,000
<b>Total Student Services</b>	<u>290,652</u>	<u>27,431</u>	<u>9.4%</u>	<u>25,937</u>	<u>8.9%</u>	<u>289,918</u>
<b>Public Service</b>						
Salaries	149,970	12,345	8.2%	18,374	12.0%	152,530
Employee Benefits	39,999	2,717	6.8%	4,799	13.8%	34,845
Contractual Services	500	1,095	219.0%	1,760	293.3%	600
Materials & Supplies	1,731	-	0.0%	124	5.5%	2,275
Conference & Meeting	2,800	(44)	-1.6%	26	0.5%	4,750
Fixed Charges	-	-	0.0%	-	0.0%	-
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
<b>Total Public Service</b>	<u>195,000</u>	<u>16,113</u>	<u>8.3%</u>	<u>25,083</u>	<u>12.9%</u>	<u>195,000</u>
<b>Operations and Maintenance of Plant</b>						
Contractual Services	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	73,600
<b>Total Operations &amp; Maintenance of Plant</b>	<u>-</u>	<u>-</u>	<u>0.0%</u>	<u>-</u>	<u>0.0%</u>	<u>73,600</u>
<b>Institutional Support</b>						
Salaries (Federal Work Study)	\$ 88,364	\$ -	0.0%	\$ -	0.0%	\$ 91,689
<b>Total Institutional Support</b>	<u>88,364</u>	<u>-</u>	<u>0.0%</u>	<u>-</u>	<u>0.0%</u>	<u>91,689</u>
<b>Student grants and waivers (PELL &amp; SEOG)</b>	<u>4,987,268</u>	<u>299,246</u>	<u>6.0%</u>	<u>211,759</u>	<u>3.9%</u>	<u>5,495,633</u>
<b>TOTAL RESTRICTED FUND EXPENDITURES</b>	<u>6,253,902</u>	<u>\$ 395,905</u>	<u>6.3%</u>	<u>\$ 306,686</u>	<u>4.2%</u>	<u>\$ 7,229,398</u>
<b>Transfer In (Out)</b>	<u>\$ 26,482</u>	<u>\$ -</u>	<u>0.0%</u>	<u>\$ -</u>	<u>0.0%</u>	<u>\$ (15,000)</u>

Illinois Valley Community College District No. 513  
Fiscal Year 2016 Budget to Actual Comparison  
For the one month ended July 31, 2015

LIABILITY, PROTECTION, & SETTLEMENT FUND	Annual Budget FY2016	Actual 7/31/15	Act/Budget 8.3%	Actual 7/31/14	Act/Budget 8.3%	Annual Budget FY2015
Local Government Sources	\$ 270,255	\$ 121,595	45.0%	\$ 134,693	51.6%	\$ 260,808
Investment Revenue	5,000	6	0.1%	(5,051)	-20.2%	25,000
Other	-	-	0.0%	-	0.0%	-
<b>TOTAL LIABILITY, PROTECTION &amp; SETTLEMENT FUND REVENUES</b>	<b>275,255</b>	<b>121,601</b>	<b>44.2%</b>	<b>129,642</b>	<b>45.4%</b>	<b>285,808</b>

Fiscal Year 2015 Budget to Actual Comparison

LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES	Annual Budget FY2016	Actual 7/31/15	Act/Budget 8.3%	Actual 7/31/14	Act/Budget 8.3%	Annual Budget FY2015
Operations & Maintenance of Plant						
Contractual Services	\$ 356,550	\$ 556	0.2%	\$ 9,594	2.7%	\$ 351,500
Material & Supplies	330	-	0.0%	(56)	-22.4%	250
Conference & Meeting	500	-	0.0%	-	0.0%	500
Utilities	550	33	0.0%	-	0.0%	500
Capital Outlay	-	-	0.0%	-	0.0%	-
Total for Operations & Maintenance of Plant	\$ 357,930	\$ 589	0.2%	\$ 9,538	2.7%	\$ 352,750
Institutional Support						
Salaries	\$ 90,462	\$ 9,106	10.1%	\$ 7,412	10.1%	\$ 73,689
Employee Benefits	211,001	994	1.1%	611	0.3%	217,616
Contractual Services	23,150	-	0.0%	-	0.0%	29,000
Materials & Supplies	1,550	-	0.0%	-	0.0%	1,000
Conference & Meeting	-	-	0.0%	-	0.0%	-
Fixed Charges	319,850	39,600	12.4%	34,520	9.5%	361,500
Utilities	-	-	0.0%	-	0.0%	-
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Institutional Support	646,013	49,700	7.7%	42,543	6.2%	682,805
<b>TOTAL LIABILITY, PROTECTION, &amp; SETTLEMENT FUND EXPENDITURES</b>	<b>\$ 1,003,943</b>	<b>\$ 50,289</b>	<b>5.0%</b>	<b>\$ 52,081</b>	<b>5.0%</b>	<b>\$ 1,035,555</b>

Fiscal Year 2016 Budget to Actual Comparison

AUDIT FUND	Annual Budget FY2016	Actual 7/31/15	Act/Budget 8.3%	Actual 7/31/14	Act/Budget 8.3%	Annual Budget FY2015
Local Government Sources	\$ 37,708	\$ 17,179	45.6%	\$ 19,452	55.1%	\$ 35,277
Investment Revenue	250	1	0.0%	4	0.0%	-
<b>TOTAL AUDIT FUND REVENUES</b>	<b>37,958</b>	<b>17,180</b>	<b>45.3%</b>	<b>19,456</b>	<b>55.2%</b>	<b>35,277</b>
AUDIT FUND						
Contractual Services	35,000	6,650	19.0%	-	0.0%	35,700
<b>TOTAL AUDIT FUND EXPENDITURES</b>	<b>\$ 35,000</b>	<b>\$ 6,650</b>	<b>19.0%</b>	<b>\$ -</b>	<b>0.0%</b>	<b>\$ 35,700</b>

**Illinois Valley Community College**  
**Statement of Cash Flows**  
**for the Month ended July 31, 2015**

	EDUCATION	OP/MAINT	OP / MAINT. RESTRICTED	BOND & INTEREST	AUXILIARY	RESTRICTED	WORKING CASH	AUDIT	LIAB, PROT, & SETTLEMENT	TOTAL
Balance on Hand	\$ 1,095,887.33	\$ 342,617.27	\$ 782,035.85	\$ 155,071.84	\$ 726,329.38	\$ (175,912.50)	\$ 431,370.54	\$ 2,794.41	\$ (130,980.71)	\$ 3,229,213.41
Total Receipts	697,720.73	66,841.34	41,596.76	34,995.62	128,081.48	57,143.62	117.10	1,226.11	7,372.25	1,035,095.01
Total Cash	1,793,608.06	409,458.61	823,632.61	190,067.46	854,410.86	(118,768.88)	431,487.64	4,020.52	(123,608.46)	4,264,308.42
Due To/From Accts	-	-	-	-	-	-	-	-	-	-
Transfers/Bank CDs	600,000.00	-	-	-	-	-	-	-	400,000.00	1,000,000.00
Expenditures	(2,073,882.97)	(217,545.76)	(28,952.22)	-	(102,443.75)	(179,038.28)	-	(6,650.00)	(218,924.48)	(2,827,437.46)
ACCOUNT BALANCE	319,725.09	191,912.85	794,680.39	190,067.46	751,967.11	(297,807.16)	431,487.64	(2,629.48)	57,467.06	2,436,870.96
Deposits in Transit	(51,135.70)									(51,135.70)
Outstanding Checks	199,443.54									199,443.54
BANK BALANCE	468,032.93	191,912.85	794,680.39	190,067.46	751,967.11	(297,807.16)	431,487.64	(2,629.48)	57,467.06	2,585,178.80
Certificates of Deposit	-	-	-	-	248,000.00	-	3,395,491.76	-	2,100,000.00	5,743,491.76
Illinois Funds	4,244,599.30	2,516,211.09	3,381,837.71	1,191,506.01	232,095.51	70,104.63	900,453.49	24,163.15	202,071.05	12,763,041.94
CDB Trust Fund CTC			938,895.25							938,895.25
Bldg Reserve-ILLFund			1,083,278.36							1,083,278.36
Total Investment	\$ 4,244,599.30	\$ 2,516,211.09	\$ 5,404,011.32	\$ 1,191,506.01	\$ 232,095.51	\$ 70,104.63	\$ 4,295,945.25	\$ 24,163.15	\$ 2,302,071.05	\$ 20,280,707.31

LaSalle State Bank	\$ 295,579.06
Centrue Bank	<u>2,289,599.74</u>
	<u>\$ 2,585,178.80</u>

Respectfully submitted,



Kathy Ross  
Controller

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ILLINOIS VALLEY COMMUNITY COLLEGE  
INVESTMENT STATUS REPORT  
July 31, 2015

<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>
10/24/2015							1,000,000	1,000,000	MB	0.60%	0.60%	916139
10/29/2015						1,000,000		1,000,000	FSB	0.76%	0.76%	
11/7/2015						150,000		150,000	MB	0.65%	0.65%	915192
3/26/2016							1,000,000	1,000,000	NCB	0.35%	0.35%	40419
3/31/2016						1,000,000		1,000,000	LSB	0.39%	0.39%	
4/22/2016							100,000	100,000	MB	0.45%	0.45%	914161
4/10/2017						248,000		248,000	MBS	0.85%	0.85%	
7/18/2017						996,048		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	3,394,048	2,100,000	5,743,492				

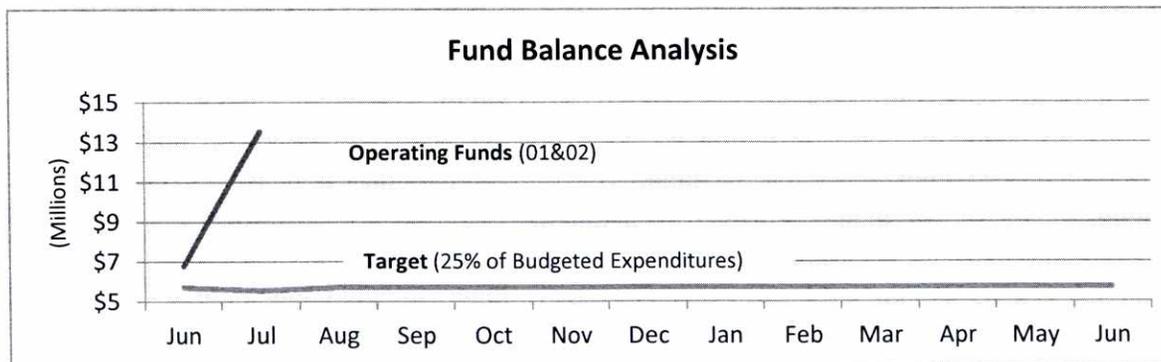
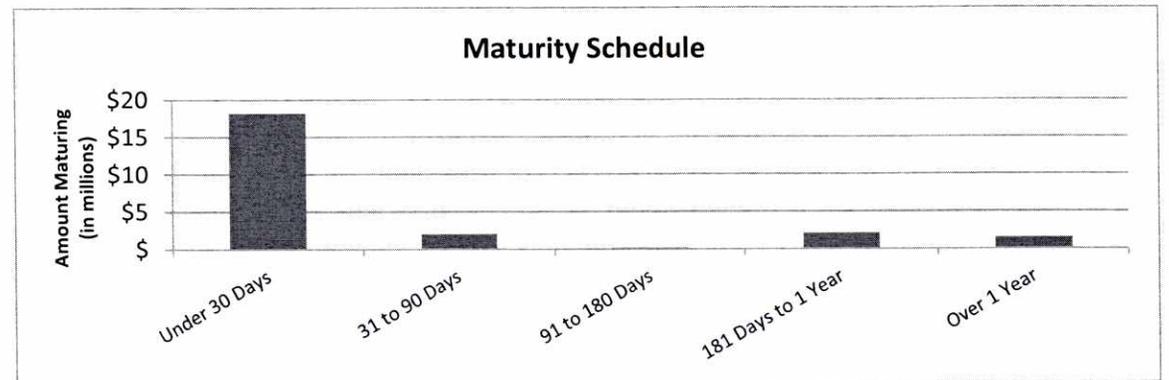
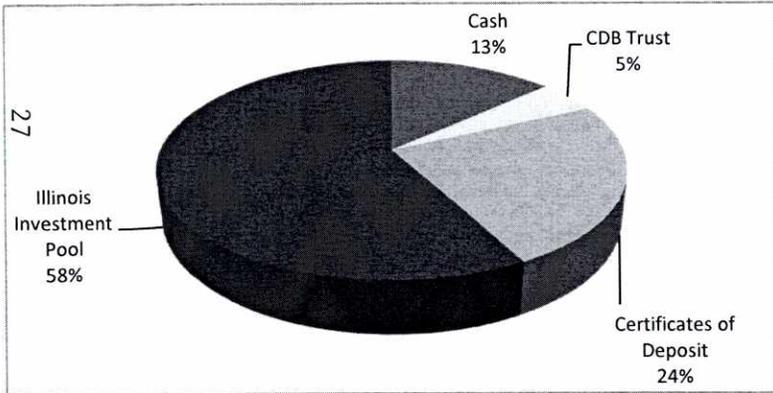
CB	Centrue Bank	MB	Marseilles Bank
HBT	Heartland Bank and Trust	MBS	Multi-Bank Securities, Inc.
FSB	First State Bank of Mendota	MSB	Midland State Bank
HNB	Hometown National Bank	NCB	North Central Bank - Ladd
LSB	LaSalle State Bank	PFS	Peru Federal Savings

\*\* Current IL Funds interest rate: 0.010%

Illinois Valley Community College District No. 513  
Investment Status Report  
All Funds  
July 31, 2015

Instrument	Current Portfolio Distribution	Current Portfolio	Weighted Average Yield
Cash	13.5%	\$ 3,221,896	0.34%
CDB Trust	4.7%	1,134,777	0.10%
Certificates of Deposit	24.0%	5,743,492	0.73%
Illinois Investment Pool	57.8%	13,846,281	0.01%
<b>Total</b>		<b>\$ 23,946,446</b>	<b>0.29%</b>

Institution	Illinois Investment Pool	Certificates of Deposit	Cash & Trusts	Total	Current Distribution
IL Funds (US Bank)	\$ 13,846,281			\$ 13,846,281	58%
Centrue Bank			2,700,369	2,700,369	11%
North Central Bank		1,000,000		1,000,000	4%
Heartland Trust Acct			1,134,777	1,134,777	5%
LaSalle State Bank		1,000,000	277,540	1,277,540	5%
First State Bank		1,000,000		1,000,000	4%
Multi Bank Securities		1,493,492		1,493,492	6%
Heartland Bank			243,987	243,987	1%
Marseilles Bank		1,250,000		1,250,000	5%
	<b>\$ 13,846,281</b>	<b>\$ 5,743,492</b>	<b>\$ 4,356,673</b>	<b>\$ 23,946,446</b>	<b>100%</b>



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**\$5,000 and Over Disbursements  
07/01/15 - 07/31/15**

Check Number	Check Date	Vendor Number	Payee	Check Amount	Description
720401	07/02/15	0108916	CCIC	\$ 229,668.11	Health Insurance (July)
720406	07/02/15	0190646	CNE Gas Division, LLC	7,597.68	Natural Gas (May)
720420	07/02/15	0200072	Hurst Review Services, Inc.	19,250.00	Nursing 3 Day Live Review
720433	07/02/15	0100092	Midwest Energy Alliance, LLC	10,924.62	Utilities Consultant
720446	07/02/15	0201522	Seamless Cellular, LLC	246,577.91	DAS and Wireless Access Expansion
720452	07/02/15	0096904	The Higher Learning Commission	6,750.00	AQIP Systems Appraisal
720453	07/02/15	0066555	United States Postal Service	6,000.00	Reimburse Postage Meter
ACH	07/02/15		Internal Revenue Service	68,732.57	Federal Payroll Taxes (07/02/15)
ACH	07/02/15		Illinois Department of Revenue	16,178.51	State Payroll Taxes (07/02/15)
ACH	07/02/15		VALIC Retirement Services	13,017.92	403(b) & 457(b)Payroll (07/02/15)
720482	07/02/15	0082897	SURS	47,766.61	Payroll (07/02/15)
720735	07/16/15	0001369	Ameren Illinois	46,386.81	Electricity (05/13/15-06/12/15)
720748	07/16/15	0001515	Ellucian, Inc.	215,570.00	Software License and Maintenance Renewals
720769	07/16/15	0001594	Service Wholesale	7,951.66	Supplies for Resale
720778	07/16/15	0001927	Walter J Zukowski & Associates	35,156.68	Legal Services
ACH	07/16/15		Internal Revenue Service	69,027.87	Federal Payroll Taxes (07/16/15)
ACH	07/16/15		Illinois Department of Revenue	16,326.18	State Payroll Taxes (07/16/15)
ACH	07/16/15		VALIC Retirement Services	13,001.92	403(b) & 457(b)Payroll (07/16/15)
720794	07/16/15	0082897	SURS	47,885.24	Payroll (07/16/15)
720826	07/22/15	0201694	TSI Commercial Floor Covering,	27,032.40	Cultural Centre Carpet Replacement*
720837	07/22/15	0181795	G4S Secure Solutions (USA) Inc.	31,180.14	Security Services (June)
720844	07/22/15	0005259	ICCTA	5,667.00	1st Half of Association Dues
720873	07/22/15	0001594	Service Wholesale	5,951.26	Supplies for Resale
720878	07/22/15	0001450	Thyssenkrupp Elevator Corporation	5,730.40	Elevator Maintenance/Repair
720883	07/22/15	0096904	The Higher Learning Commission	5,256.50	Dues
720890	07/22/15	0201804	Wipfli LLP	6,650.00	Financial Audit
720917	07/29/15	0149548	Burwood Group	7,920.00	Emergency Telephone Broadcast License Renewal
720920	07/29/15	0190646	CNE Gas Division, LLC	6,657.22	Natural Gas (June)
720941	07/29/15	0001011	NILRC	7,469.05	Library Databases
720952	07/29/15	0093131	University of Illinois	9,414.00	Renewal of I-Share Assessment and CARLI Governing Membership Fees
ACH	07/30/15		Internal Revenue Service	67,351.18	Federal Payroll Taxes (07/30/15)
ACH	07/30/15		Illinois Department of Revenue	15,906.49	State Payroll Taxes (07/30/15)
ACH	07/30/15		VALIC Retirement Services	13,301.92	403(b) & 457(b)Payroll (07/30/15)
720978	07/30/15	0082897	SURS	46,743.40	Payroll (07/30/15)

**\$ 1,386,001.25**

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

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Stipends For Pay Period 06/27/15

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Alvarado, Ruben J.	SPN 2001 80	06/10/15	08/04/15	08/08/15	SS	\$200.00	011120650051320	SPN-2001-80	Intermediate Spanish I	
Ault, Richard L.	Percussion Lessons / 4	05/19/15	06/15/15	06/27/15	SS	\$128.00	011120650051340	MUP-2025-01	Applied Music: Drum Set	
Batson-Turner, Jean	HSR 1207 80	06/10/15	08/04/15	08/08/15	SS	\$288.00	011120650051340	HSR-1207-80	Practicum II	
Bias, Timothy J.	PQ Corp Utica Preparation	06/08/15	06/12/15	06/27/15	ST	\$1,275.00	014210331051320			
Carey, Lauri L.	Horticulturist Work	06/01/15	06/27/15	06/27/15	ST	\$1,280.00	011120116051900			
Christianson, Diane C.	ECE Program Coordinator	06/10/15	08/04/15	08/08/15	SS	\$640.00	011220910051340			
Engstrom, Norman B.	Acting Up	06/15/15	06/18/15	06/27/15	ST	\$200.00	014110394151320	YOU-1304-06	Acting Up!	
Fanning, Brett M.	Granville Recreation Program	06/14/15	06/27/15	06/27/15	SS	\$410.00	056920597351900			
Freed, Timothy D.	California Coastal Delights	06/10/15	06/10/15	06/27/15	ST	\$175.00	014110394151320	HLR-3936-306	California Coastal Delights	
Hodgson, Laura A.	Class and Room Preparation	06/14/15	06/27/15	06/27/15	SS	\$1,162.17	011420730051340			
Huffaker, Amber R.	Granville Recreation Summer	06/14/15	06/27/15	06/27/15	SS	\$200.00	056920597351900			
Jauch, Christian M.	Black Rocket Training/App Atta	06/08/15	06/12/15	06/27/15	SS	\$750.00	014110394151320			
Jenrich, Chuck	Zip-Pak Ottawa	05/28/15	06/27/15	06/27/15	SS	\$4,000.00	014210331051320	CEU-6221-06	Kaizen Training Intro	
Killian, Melissa J.	14 Sessions	06/15/15	06/27/15	06/27/15	SS	\$448.00	013230030851540			
Kloplic, Elizabeth A.	Dual Credit Grant	06/01/15	06/27/15	06/27/15	SG	\$1,750.00	061120152551900			
Kuester, David A.	Subbed for 3 classes SPH 1000	06/18/15	06/27/15	06/27/15	SS	\$360.00	011120650051340			
Landgraf, Tammy L.	Student Completed SP15 ECE	06/10/15	06/25/15	06/27/15	SS	\$250.00	011220910051320			Student completed SP15 ECE 2219 01
Leadingham, Paul	SABIC Welding Training	06/17/15	06/17/15	06/27/15	SS	\$800.00	014210331051320	CEU-5205-06	Welding Assessment	
Lesman, Emily E.	Mileage Reimbursement	05/01/15	05/28/15	06/27/15	ML	\$30.53	011120910055210			
Lockwood, Kirk D.	ENG 1205 100	06/10/15	08/04/15	08/08/15	SS	\$900.00	011120910051340	ENG-1205-100	Writing Communication Skills	
Mangold, Richard F.	PSY 2006 80	06/10/15	08/04/15	08/08/15	SS	\$150.00	011120650051340	PSY-2006-80	Abnormal Psychology	
Moskalewicz, James P.	28 Sessions Transfer Coordinator	06/15/15	06/27/15	06/27/15	SS	\$1,657.80	013230030851540			
Niemeyer, Loren	Allegion Electrical Training	06/13/15	06/20/15	06/27/15	SS	\$770.00	014210331051320	CEU-5101-06	Electrical Training	
Oldaker, Adam G.	Mileage Reimbursement	06/05/15	06/05/15	06/25/15	ML	\$7.67	011120910055212			
Padoan-Gallardo, Atti V.	FEN 2001 80 SPN 1010 80	06/10/15	08/04/15	08/08/15	SS	\$500.00	011120650051320	SPN-1010-80	Conversational Spanish for Profess	

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CC

Stipends For Pay Period 06/27/15

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Panizzi, Gerald W.	LC Driver Improvement #980	06/13/15	06/13/15	06/27/15	SS	\$187.50	014110394251320	CDV-6000-03	LaSalle Co Driver Improvement	
Prine, Renee M.	14 Sessions	06/15/15	06/27/15	06/27/15	SS	\$448.00	013230030851540			
Reardon, Emily E.	Subbing for SPH 2 classes	06/24/15	06/24/15	06/27/15	SS	\$242.00	011120650051320			SPH 1001 402 412
Renn, Kristine M.	Credit Hour Pay Adjustment	06/10/15	08/04/15	08/08/15	SS	\$36.00	011120570051320			
Sarver, Gregory S.	LC Driver Improvement #979	06/10/15	06/10/15	06/27/15	SS	\$150.00	014110394251320	CDV-6000-03	LaSalle Co Driver Improvement	
Sarver, Gregory S.	BC Driver Improvement #302	06/13/15	06/13/15	06/27/15	SS	\$150.00	014110394351320	CDV-7000-03	Bureau Co. Driver Improvement	
Skoflanc, Francie A.	GDT 2205 01 2207 01	06/10/15	08/04/15	08/08/15	SS	\$281.60	011120650051340	GDT-2207-01	Graphic Design Internship III	
Sobin, Betsy L.	Mileage Reimbursement	06/05/15	06/25/15	06/25/15	ML	\$10.00	011120910055212			
Sprong, Connie L.	Mileage Reimbursement	06/03/15	06/03/15	06/25/15	ML	\$18.45	013130030755211			
Sramek, Katherine L.	Mileage Reimbursement	06/02/15	06/02/15	06/25/15	ML	\$9.20	013130030755211			
Story, Michelle M.	PTR Duties for Study Grant	01/01/15	05/16/15	06/27/15	SG	\$1,450.00	061320153451900			
Swett, Steven A.	SFC 1000 01	06/10/15	08/04/15	08/08/15	SS	\$300.00	011120910051320	SFC-1000-01	Strategies for College	
Turchi, Mary L.	SFC 1000 100	06/10/15	08/04/15	08/08/15	SS	\$300.00	011120910051320	SFC-1000-100	Strategies for College	
Wiltse, Nicole C.	Black Rocket Training	05/25/15	05/28/15	06/27/15	SS	\$50.00	014110394151320			
TOTAL						21,964.92				

*Cheryl Roelfsema*

Cheryl Roelfsema  
Vice President of Business Services and Finance

*Jerry Corcoran 7/27/15*

Dr. Jerry Corcoran  
President

\*Earntypes

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 07/11/15

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Cinotte, Lori M.	AFT Treasurer	01/01/15	05/16/15	07/11/15	ST	\$640.00	018640091051900			
Fanning, Brett M.	Granville Recreation Program	06/29/15	07/03/15	07/03/15	SS	\$200.00	056920597351900			
Hodgson, Laura A.	Class Preparation	06/29/15	07/06/15	07/11/15	SS	\$926.60	011420730051340			
Huffaker, Amber R.	Granville Recreation Program	06/29/15	07/03/15	07/11/15	SS	\$200.00	056920597351900			
Jauch, Christian M.	Make Your First Video Game	06/22/15	06/25/15	07/11/15	SS	\$600.00	014110394151320	YOU-2118-06	Make Your First Video Game	
Killian, Melissa J.	14 Sessions	06/28/15	07/11/15	07/11/15	SS	\$448.00	013230030851540			
Klieber, Tracie M.	Strength Cardio Core / Yoga	06/03/15	07/02/15	07/11/15	SS	\$562.50	014110394151320	HLR-6218-06	Yoga Unique To You	
Landgraf, Tammy L.	Mileage Reimbursement	06/01/15	06/30/15	07/11/15	ML	\$93.15	011120910055210			
Lange, Marilyn L.	MLC IVCC Days	07/08/15	08/04/15	08/08/15	ST	\$2,172.00	011520910051320			
Leadingham, Paul	SABIC Welding Training	06/30/15	07/09/15	07/11/15	SS	\$2,400.00	014210331051320			
Moskalewicz, James P.	7 Sessions Transfer Coordinator	06/28/15	07/11/15	07/11/15	SS	\$414.45	013230030851540			
Moskalewicz, James P.	21 Sessions	06/28/15	07/11/15	07/11/15	SS	\$672.00	013230030851540			
O'Shea, Dennis P.	FY15 Longevity Pay	07/01/14	06/30/15	07/11/15	ES	\$1,640.34	027210472051900			
Panizzi, Gerald W.	LC #982 Driver Improvement	06/27/15	06/27/15	07/11/15	SS	\$187.50	014110394251320	CDV-6000-03	LaSalle Co Driver Improvement	
Prine, Renee M.	14 Sessions	06/28/15	07/11/15	07/11/15	SS	\$448.00	013230030851540			
Sarver, Gregory S.	LC Driver Improvement #981	06/24/15	06/24/15	07/11/15	SS	\$150.00	014110394251320	CDV-6000-03	LaSalle Co Driver Improvement	
Smith, Sara E.	Food Service Sanitation	06/08/15	06/18/15	07/11/15	SS	\$600.00	014110394151320	CEU-1503-636	Food Service Sanitation-8 Hour	
Smith, Tanya A.	Awesome Art Ed'venture	06/22/15	06/25/15	07/11/15	SS	\$300.00	014110394151320	YOU-1113-06	Awesome Art Ed'venture II	
Staranowicz, Miranda A.	Camp Assistant	06/29/15	07/02/15	07/11/15	SS	\$249.56	014110394151320	YOU-2501-06	Dinosaur Daze	
						Total	12,904.10			

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

*Jerry Cordon* 7/27/15  
 Dr. Jerry Cordon  
 President

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Stipends For Pay Period 07/25/15

Name	Description	Start Date	End Date	Last Pay Date	Earn Type*	Amount	GL No.	Section Name	Section Title	Comments
Anderson, Deborah L.	Retro Pay 2015	6/14/2015	7/11/2015	7/25/2015	ST	\$211.54	018120080051110			
Ault, Richard L.	Chemistry of Food Summer Camp	7/8/2015	7/8/2015	7/25/2015	SS	\$105.00	014110394151320	YOU-2319-07	Chemistry of Food	
Balzarini, Doreen J.	Goodwill Computer Basics Work	7/15/2015	7/15/2015	7/25/2015	SS	\$105.00	014110394151320			
Corcoran, Jerome M.	Retro Pay 2015	6/14/2015	7/11/2015	7/25/2015	ST	\$352.10	018110081051110			
Hodgson, Laura A.	Classroom Preparation	7/12/2015	7/25/2015	7/25/2015	SS	\$1,711.85	011420730051340			
Huffaker, Amber R.	SV Healthy Kids	7/12/2015	7/25/2015	7/25/2015	SS	\$300.00	056920597351900			
Jenrich, Chuck	Zip Pak Skill Blocks	7/14/2015	7/14/2015	7/25/2015	SS	\$1,000.00	014210331051320			
Jenrich, Chuck	US Silica Ottawa	7/17/2015	7/17/2015	7/25/2015	SS	\$300.00	014210331051320			
Killian, Melissa J.	28 Sessions	7/12/2015	7/25/2015	7/25/2015	SS	\$896.00	013230030851540			
Koehler, Richard A.	LC Driver Improvement GDL #984	7/11/2015	7/11/2015	7/25/2015	SS	\$187.50	014110394251320	CDV-6000-03	LaSalle Co Driver Improvement	
Moskalewicz, James P.	28 Sessions	7/12/2015	7/25/2015	7/25/2015	SS	\$896.00	013230030851540			
Prine, Renee M.	14 Sessions	7/12/2015	7/25/2015	7/25/2015	SS	\$448.00	013230030851540			
Roelfsema, Cheryl E.	Retro Pay 2015	6/14/2015	7/11/2015	7/25/2015	ST	\$235.24	018240082051110			
Sarver, Gregory S.	Mileage Reimbursement	5/9/2015	7/11/2015	7/25/2015	ML	\$86.25	014110394355212			
Sarver, Gregory S.	LC Driver Improvement #983	7/8/2015	7/8/2015	7/25/2015	SS	\$150.00	014110394251320	CDV-6000-03	LaSalle Co Driver Improvement	
Sarver, Gregory S.	BC Driver Improvement #303	7/11/2015	7/11/2015	7/25/2015	SS	\$150.00	014110394351320	CDV-7000-03	Bureau Co Driver Improvement	
Stevenson, Nicole E.	Camp Assistant for Minecraft	7/13/2015	7/16/2015	7/25/2015	SS	\$111.38	014110394151320	YOU-2119-07	Minecraft Designers	
Wasmer, Susan M.	ALH 1251 01 02	7/20/2015	8/31/2015	9/5/2015	SS	\$2,016.00	011420730051320	ALH-1251-01	Phlebotomy Practicum	
<b>TOTAL</b>						<b>\$9,261.86</b>				

*Cheryl Roelfsema*

Cheryl Roelfsema  
Vice President of Business Services and Finance

*Jerry Corcoran 8/31/15*  
Dr. Jerry Corcoran  
President

\*Earntypes  
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Stipend, OV=Overload, VA=Vacation Payout, ML= Commuting Mileage  
MI=Miscellaneous, SS=Summer School

**FY2016 Budget – Resolution to Adopt the Budget**

A notice of Public Hearing was published designating August 13, 2015 at 6:30 p.m. in the Board Room (C307) on the campus of Illinois Valley Community College for a public hearing. The tentative FY2016 budget has been on display in the Business Office since July 13, 2015.

**Recommendation:**

**The administration requests approval of the resolution to adopt the FY2016 Budget, as presented.**

KPI 5: Fiscal Responsibility/Affordability

RESOLUTION TO ADOPT BUDGET

RESOLUTION

WHEREAS, the Board of Trustees of Illinois Valley Community College District No. 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 13th day of August, 2015, 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 NO. 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, 2015, and to end June 30, 2016.

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 No. 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>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

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RESOLUTION TO ADOPT BUDGET  
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The Chairperson declared the Motion duly carried this 13th day of  
August, 2015.

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Chair, Board of Trustees

ATTEST:

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Secretary, Board of Trustees

**ILLINOIS VALLEY COMMUNITY COLLEGE DISTRICT NO. 513**  
**SCHEDULE OF BUDGETED REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES (SUMMARY)**  
**FISCAL YEAR ENDING June 30, 2016**

	General Fund		Special Revenue Funds				Debt Service Fund	Proprietary Fund	Total (Memorandum Only)	
	Education Fund	Operations and Maintenance Fund	Operations and Maintenance Fund (Restricted)	Restricted Purposes Fund	Working Cash Fund	Liability, Protection, and Settlement Fund	Audit Fund	Bond and Interest Fund		Auxiliary Enterprises Fund
Budgeted Revenues	\$ 19,181,229	\$ 2,401,675	\$ 1,735,000	\$ 6,202,670	\$ 20,000	\$ 275,255	\$37,958	\$ 1,268,175	\$ 2,388,600	\$ 33,510,562
Budgeted Expenditures	(19,761,497)	(2,401,675)	(2,977,071)	(6,253,902)	-	(1,003,943)	(35,000)	(1,267,688)	(2,635,934)	(36,336,710)
Other Financing Sources	606,750	-	-	26,482	-	-	-	-	61,414	694,646
Other Financing Uses	(26,482)	-	-	-	(70,000)	-	-	-	(536,750)	(633,232)
Excess of Revenues and other financing sources over expenditures and other financing uses	-	-	(1,242,071)	(24,750)	(50,000)	(728,688)	2,958	487	(722,670)	(2,764,734)
Fund balances July 1, 2015 (estimated)	4,605,456	2,847,749	5,999,132	120,653	4,725,537	2,610,770	24,461	1,437,473	2,429,999	24,801,229
Fund balance June 30, 2016	<u>\$ 4,605,456</u>	<u>\$ 2,847,749</u>	<u>\$ 4,757,061</u>	<u>\$ 95,903</u>	<u>\$ 4,675,537</u>	<u>\$ 1,882,082</u>	<u>\$27,419</u>	<u>\$ 1,437,960</u>	<u>\$ 1,707,329</u>	<u>\$ 22,036,495</u>

Official Budget was approved by the BOARD OF TRUSTEES:

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

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

Action Item 11.

**Faculty Resignation – Jennifer Savoia, Nursing Instructor**

Jennifer Savoia, Nursing Instructor in the Health Professions division has submitted her resignation effective August 12, 2015. Her resignation letter is attached.

**Recommendation:**

**Accept with deep regret Jennifer Savoia’s resignation effective August 12, 2015 and wish her success in her new endeavor.**

KPI 6: Job Satisfaction

July 10, 2015

Bonnie Campbell and IVCC Administration:

It is with a heavy heart and after careful consideration that I must resign from my position as a Nursing Instructor from Illinois Valley Community College. I started here five years ago and had no idea how much I would learn, how much I would develop as an educator and how many dear friends I would make.

The decision to leave was not an easy one, and one that I seriously pondered for quite some time. The reasons to move on are in part due to my strong desire to further my education and become the best educator I can become for the students that I will teach over my career. The University of St. Francis has offered me a position as a Nursing Instructor and will be paying for my doctoral degree in addition to providing my children with a college education when the time comes. The decision to take this job truly was solely based on providing this type of financial security for my family.

The reason my decision was so difficult to make was in part due to my Dean, Bonnie Campbell. I have never worked for someone who was willing to stand up to and stand up for any of her employees. Bonnie has only truly asked for what was best for our students and our program and is willing to fight for those things! We have become better educators because she has pushed us to clearly look at our program and make changes when necessary. She encourages us to attend conferences and educational seminars and tries to help with cost as often as she is able. She found out that an error was made upon my hire and she worked tirelessly to make things right for both myself and the college. She is the kind of leader I hope to one day be. Along with Bonnie, I have made many friends and mentors along the way. It started with Pam Mammano, who was instrumental in my hiring as she was interim director at the time. She has mentored me and helped me along the last five years and I will be forever grateful. Julie Hogue was assigned as my mentor and made sure I was comfortable and had all of the tools necessary to be successful in my teaching. She has been there for me every step of the way if I needed her. Deb Pumo who I worked closely with at OSF St. Elizabeth and in the fall has also been a mentor and always willing to help and has provided tools along the way to ensure my success. She has also become a close friend and colleague. Linda Hanley has mentored me in Mental Health when I was asked to take it over on short notice. She has worked closely with me on making major changes to the mental health course over the last few years and I have enjoyed co-teaching with her. We made a great team and I am truly going to miss her moving forward! Also, Laura, who was always willing to give me words of encouragement and help in any way! In fact, the entire faculty has in many ways mentored me, listened when I have needed someone to talk to or bounce ideas off of, helped to guide me and lead me into becoming the type of educator I am today. I truly owe it to all of these ladies that have become my team! We have become a family of sorts and it saddens me greatly to leave them now.

I truly believe that this change was meant to be as it is one I did not seek out, but rather it found me. I feel that in order for me to commit to my desire for lifelong learning, I must be willing to step outside of my comfort zone and take the steps necessary to make it happen!

Thank you everyone at IVCC! I will never forget you!

Sincerely,

Jennifer Savoia

A handwritten signature in cursive script that reads "Jennifer Savoia".

Sorry, last day effective Aug. 12

**Staff Retirement – Jamie Gahm, Director of Continuing Education and Business Services**

Jamie Gahm, Director of Continuing Education and Business Services, has submitted her notice of retirement effective December 31, 2015. Her retirement letter is attached.

In the words of her supervisor, “in her role as Director of Continuing Education and Business Services, Jamie Gahm is one of the most recognized faces of the college across our district. You would be hard pressed to find a better representative of the college and our core values. Jamie is respected by our partners in the community and known as a go-to person for making things happen. For 30 years, she’s been trying to bring a little “peace” to the district.”

**Recommendation:**

**Accept with regret the retirement of Jamie Gahm, Director of Continuing Education and Business Services, effective December 31, 2015.**

KPI 6: Job Satisfaction

July 27, 2015

Ms. Sue Isermann  
Associate Vice-President of Academic Affairs  
Illinois Valley Community College  
815 N. Orlando Smith Road  
Oglesby, Illinois 61348

Dear Sue,



It is with sincere emotion that I submit this letter to inform you of my plans to retire on January 1, 2016. My last day of work will be December 31, 2015. It has been an honor to serve Illinois Valley Community College over the past 30 years.

It is hard to believe that it has been 30 years! I am fortunate to have had such a long career with the College and so many great mentors, especially you, Sue! I believe I have provided excellent service to IVCC and our surrounding district, and in return IVCC has provided me with a very rewarding career.

I am proud of the team we have built in the Continuing Education and Business Services Division (CEBS). I have a great deal of respect for the dedicated staff and the services the division provides to our district employers, working professionals, and our general community. I will do everything I can to assist CEBS in developing a strategic transition plan. While I will miss many things at IVCC, I will miss my team the most.

There comes a time when you know you have done all you can in your capacity within an organization. I believe new leadership will take the CEBS Division in the direction it needs to go to be successful in the coming decade. Thank you for the opportunity to serve the business and continuing education needs of IVCC's district since 1985. Please let me know if there is anything I can ever do for the College in the future.

Warmest regards,

A handwritten signature in cursive that reads "Jamie Gahm". To the right of the signature, the word "Peace!" is written in a similar cursive style.  
Jamie Gahm

**Request for Full-Time Accounting Clerk Position, Accounting Department, Business Services & Finance Division**

Since the 2013 retirement of a full-time Accounting Clerk, the Accounting Department has been functioning with a part-time Accounting Clerk due to budgetary constraints. It has become apparent that having a part-time Accounting Clerk is not sufficient to meet the needs of the department as well as provide as-needed coverage to the Bursar's Office. In addition, the College would like to implement and benefit from the Local Debt Recovery Program offered by the State of Illinois. This position was approved by the Budget Council for fiscal year 2016.

**Recommendation:**

**The administration recommends Board approval to restore the Part-Time Accounting Clerk position to a Full-Time Accounting Clerk position.**

KPI 5: Fiscal Responsibility/Affordability

RECEIVED

JUL 28 2015

(Route to Human Resources for review)

HUMAN RESOURCES

OPEN-POSITION FORM

TO: GLENNA JONES, DIRECTOR OF HUMAN RESOURCES

DATE: 7/23/15

Please initiate a proper search for a person to fill a position in the following area:

PROFESSIONAL POSITION SUPPORT STAFF OTHER FACILITIES STAFF

REPLACEMENT FOR: PT Accounting Clerk

NEW POSITION

DEPARTMENT REQUESTING APPLICANTS: Accounting

FULL-TIME PART-TIME

SUGGESTED SALARY/REQUESTING DEPARTMENT: level 6 Non-Exempt

(Comments)

PROFESSIONAL POSITION - Job Title:

QUALIFICATIONS: Doctorate Degree Bachelor's Degree Master's Degree Industry experience

SUPPORT STAFF - Job Title: Accounting Clerk-Payables/Cashier

QUALIFICATIONS: Typing Accounting Data Base Shorthand/speedwriting Data Processing WordPerfect/Word Personal Computer Spreadsheets High School Associates Degree in Related Experience:

FACILITIES STAFF - Job Title: MAINTENANCE CUSTODIAN

QUALIFICATIONS:

HOURS:

OTHER:

(See Attached Job Description)

REQUESTED BY: [Signature] (Need Signature)

Date: 7/23/15 WITHIN BUDGET: Yes No

POSITION/DEPARTMENT: Controller, Accounting Department

SEARCH APPROVED:

Ms. Roelfsema Date Dr. Anderson Date Dr. Corcoran Date [Signatures and dates]



**ILLINOIS VALLEY  
COMMUNITY COLLEGE**

# Memorandum

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**To:** Cheryl Roelfsema  
**From:** Kathy Ross *KR*  
**Date:** July 23, 2015  
**Subject:** Justification to restore Accounting Clerk-PT to Accounting Clerk-FT

---

When the full-time Accounting Clerk retired in August 2013, she was replaced with a part-time Accounting Clerk due to budgetary constraints. A former Dislocated Workers Center employee accepted the part-time Accounting Clerk position in May 2014. He was a very seasoned IVCC employee with a wealth of accounting experience. As the year progressed, it became apparent that having a part-time Accounting Clerk was not sufficient to meet the needs of the department as well as provide as-needed coverage to the Bursar's office. To accommodate having a part-time Accounting Clerk, the following has occurred:

- 1) Heavy reliance on utility clerks to provide coverage in the Bursar's office during peak times. Utility clerks have always been scheduled during payment weeks, etc., however, when we were short-staffed in the Bursar's office, providing appropriate coverage either thru the use of utility clerks and/or the Accounting staff proved to be a struggle.
- 2) Identifying, organizing, labeling and disposing of archived records in accordance with governmental guidelines has fallen behind.
- 3) The other full-time Accounting Clerks or the Controller have had to "fill-in" and perform the various cash management functions (petty cash, cash box requests, rental book monies, etc.) for the department when the part-time Accounting Clerk is not available.
- 4) A/R collections procedures completed on a regular basis has suffered.

In addition, listed below are the upcoming responsibilities that will fall either on the Bursar's Office or Accounting department in order to benefit from the Local Debt Recovery Program:

- 1) A/R collection procedures will have to be more structured and timely.
- 2) Coordination between the State of Illinois, the private collection agency and IVCC.
- 3) Posting and reconciliation of payments from the State of Illinois.
- 4) Uploading files to the State of Illinois portal.

All of these responsibilities will take quite a bit of time in order to ensure accurate student accounts. The additional payments received from the Local Debt Recovery Program will more than offset the additional expense to the College for this position change. Currently in the FY16 budget, there is \$89,000 budgeted

for bad debt expense. For those schools that have already taken advantage of the Local Debt Recovery Program, the average additional percentage collected is 11, with some schools seeing an increase of 28 percent; at IVCC that would equate to \$25,000 annually.

ACCOUNTING CLERK-PAYABLES/CASHIER  
DIVISION OF BUSINESS SERVICES & FINANCE  
ACCOUNTING DEPARTMENT  
ILLINOIS VALLEY COMMUNITY COLLEGE

Reports to: Controller

- I. POSITION SUMMARY: Under the general supervision of the Controller and according to the Accounting Department and/or College procedures and Board policy, the Accounting Clerk-Payables/Cashier performs a variety of functions within the Accounting Department and Bursar's Office to assist in achieving stringent accounting controls and outstanding department accuracy.
  
- II. ESSENTIAL DUTIES AND RESPONSIBILITIES:
  - A. Performs accounts payable functions for the College including matching purchase orders with packing slip and invoices. Enter invoices into the Colleague system. Run fund totals and balance each batch. Stamp and file all paid invoices for the department. Assists with the printing and dispersing of accounts payable checks. Assists with distribution of mail for the accounting department daily.
  - B. Assist with cash box and petty cash requests as needed.
  - C. Assist in the maintenance of the Colleague general ledger system by completing various monthly journal entries including expense re-class requests from various departments and student activity requests.
  - D. Provide back-up to the Bursar's Office and perform various Cashier duties including applying cash, check, and credit card payments for tuition, fees, bookstore charges, all misc. & student activity payments, third-party sponsor payments, & college wide general receipts. Post electronic payment plans. Daily balancing of cashier sessions.
  - E. Ensure accuracy in student accounts receivables relating to financial aid, registration & billing, sponsor & third party billings, and adjustments related to system errors, exceptions, and waivers. Enter and access information in the Colleague system as it pertains to the student receivables module.
  - F. Follow policies and procedures outlined by FERPA/GLB rules regarding privacy of student information. Use courtesy, discretion, and professionalism in dealing with students, parents, staff, faculty, administration, and third party or outside agencies.
  - G. Assist with identifying, organizing, labeling and disposing of archived records in accordance with governmental guidelines.
  
- III. OTHER DUTIES AND RESPONSIBILITIES:
  - A. Generate various reports as needed by administration and auditors.
  - B. Maintain an accurate and current procedure manual.
  - C. Other various duties upon request.

ACCOUNTING CLERK-PAYABLES/CASHIER  
DIVISION OF BUSINESS SERVICES & FINANCE  
ACCOUNTING DEPARTMENT  
ILLINOIS VALLEY COMMUNITY COLLEGE

IV. QUALIFICATIONS:

Required:

- Associates Degree or High School diploma/GED with relevant experience
- Ability to handle large cash transactions
- High level of cooperation and professionalism required
- Experience with Microsoft Office, including Excel and Access required
- Ability to multi-task and work under pressure in a fast paced environment
- Ability to work some evening and weekend hours as assigned.

Preferred:

- Accounts payable, Accounts receivable, & fund accounting experience preferred

**Bid Results – Property/Casualty and Workers’ Compensation Insurance**

A request for proposal for the College’s property/casualty and workers’ compensation insurance was prepared by Bushue Human Resources, Inc., the College’s insurance consultant. The proposals were publicly opened and read aloud in the College’s Business Office on July 7, 2015.

The lowest total proposal was submitted by Arthur J. Gallagher at \$247,211, which is \$69,253, or 21.88 percent, less than our current premiums. The workers’ compensation insurance carrier will be Forrest Sherer, Inc. and the property/casualty carrier will be Hanover Insurance/Accident.

**Recommendation:**

**The administration recommends the Board accept the proposal submitted by Arthur J. Gallagher with Hanover Insurance for property/casualty insurance and Forrest Sherer, Inc. for workers’ compensation insurance.**

KPI 5: Fiscal Responsibility/Affordability

# **Bushue Human Resources, Inc.**

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

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

July 14, 2015

Illinois Valley Community College District #513  
815 N. Orlando Smith Rd.  
Ogseby, IL. 61348  
Attention: Dr. Jerry Corcoran

Dear Dr. Corcoran,

We would like to take this opportunity to thank the Board of Trustees and Administration for allowing our firm the opportunity to provide services for Illinois Valley Community College. Bushue Human Resources, Inc. is an Outsourced Risk Management Company focusing on Human Resources, Risk Management, Insurance, and Background Screening & Fingerprinting services for Colleges throughout the State of Illinois.

The attached summary illustrates the expiring and renewal coverages with the current Insurance Carriers'; Wright Specialty Insurance (WSI) and BrickStreet Insurance in comparison with other competitive proposals. In total we had six (6) Insurance Agents contact us regarding an interest in bidding on the College. We received proposals back from five (5) Insurance Agents. Those Insurance Agents are listed below.

1. Mesirow Financial – Peggy Aldape, Chicago, IL.
2. Kuhl & Company – Jonathan Weber, Morton, IL.
3. Ramza Insurance Group – Craig Ramza Jr., Streator, IL.
4. Arthur J. Gallagher – Ed Saunders, Sterling, IL.
5. Forrest Sherer – Jackie Wallace, Terre Haute, IN.
6. Hyland – Austin Shadle, Chicago, IL. (No Bid Submitted)

## **Notes about the proposals:**

- The Blanket Limit and Statement of Values (SOV) for the property have been reviewed, and the values have been increased in order to better reflect replacement cost values. The Blanket Limit has been increased from \$93,127,912 to \$95,918,395.
- The Worker's Compensation payrolls have been modified for the renewal, per the College's request. The 8868 Class Code (Colleges or Schools, Teachers) payroll has been increased from \$13,696,500 to \$14,039,000. The 8868 Class Code (Colleges or School, Teachers) payroll in North Carolina has been decreased from \$3,500 to \$0. The 9101 Class Code (All Other Employees) payroll has been increased from \$700,000 to \$715,500.
- The Worker's Compensation rates have been modified for the renewal.
- The Experience Modification Rating has been decreased from a .97 in 2014 to a .94 for 2014. The standard Experience Modification Rating is 1.00.
- Alternative Options were quoted and analyzed with administration as a part of the bidding process

# **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

Our attached Final Proposal Worksheet Forms reflect the coverages for all Insurance Carriers/Agents presenting proposals. The first column of each page is the expiring coverage for the College. The second column is the renewal coverage presented by the current Insurance Carriers and Agents. The subsequent columns denote the Insurance Agency Name submitting the bid at the top as well as the Insurance Carrier.

We evaluated all package proposals along with evaluating all individual proposals to see what options would be the most advantageous for the Board of Trustees to consider. After reviewing and evaluating all options, Hanover Insurance for the Package and Accident Insurance for the Workers' Compensation Coverage would be the lowest proposal. This option reflects a savings of \$69,253; which is 21.88% less than the expiring. There are a few coverage differences when comparing the expiring coverage through Wright Specialty Insurance (WSI) to this proposal. Please see below:

- The current policy provides an Earthquake Coverage Deductible of 10%. Hanover Insurance does not offer percentage Deductibles; therefore the proposal reflects the Deductible at \$10,000.
- WSI offers the Medical Expense Limit under the General Liability; whereas Hanover Insurance provided their standard Limit of \$15,000.
- WSI offers the Employee Benefits Liability Aggregate Limit at \$1,000,000; whereas Hanover Insurance provided their standard Aggregate Limit of \$3,000,000.
- WSI provides \$300,000 in Adverse Event Response; whereas Hanover Insurance provided their maximum Limit of \$100,000.
- WSI offers the Law Enforcement Liability Coverage with a \$0 Deductible; whereas Hanover Insurance offered a Deductible of \$5,000.
- WSI provides the Law Enforcement Liability Coverage on an Occurrence Basis; whereas Hanover Insurance writes the coverage on a Claim Made Basis with a Retroactive Date of July 14, 2006.

The second lowest proposal would be through WSI for the Package and Accident Insurance for the Workers' Compensation Coverage. This proposal reflects savings of \$44,625; which is 14.10% less than 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

Totals

Insurance Agency Name	Mesirow Financial / Kuhl & Company	Mesirow Financial / Kuhl & Company	Arthur J. Gallagher	Mesirow Financial / Forrest Sherer, Inc.	Arthur J. Gallagher / Forrest Sherer, Inc.
	Wright Spec. Ins. / BrickStreet Ins.	Wright Spec. Ins. / BrickStreet Ins.	Hanover Ins. / Synergy	Wright Spec. Ins. / Accident Insurance	Hanover Ins. / Accident Insurance
Coverage	Current	Renewal	Alt. Proposal	Alt. Proposal	Alt. Proposal
Total Property Premium	68,485.00	71,205.00	61,053.00	71,205.00	61,053.00
Total Liability Premium	27,898.00	27,712.00	27,082.00	27,712.00	27,082.00
Total Crime Premium	495.00	434.00	Included	434.00	Included
Total Boiler & Machinery Premium	5,587.00	5,116.00	Included	5,116.00	Included
Total Inland Marine Premium	1,800.00	1,800.00	2,596.00	1,800.00	2,596.00
<b>Commercial Auto</b>	8,999.00	9,117.00	8,514.00	9,117.00	8,514.00
<b>Umbrella</b>	19,356.00	20,044.00	13,075.00	20,044.00	13,075.00
<b>Workers' Compensation</b>	165,299.00	156,522.00	149,951.00	119,741.00	119,741.00
<b>Legal Liability</b>	18,545.00	16,670.00	13,150.00	16,670.00	13,150.00
<b>Law Enforcement Liability</b>	Included	Included	2,000.00	Included	2,000.00
<b>Media Liability</b>	Included	Included	Included	Included	Included
<b>Student Malpractice Liability</b>	Included	Included	Included	Included	Included
<b>Foreign Liability</b>	Included	Included	Included	Included	Included
<b>Terrorism Coverage (All Lines)</b>	Included	Included	Included	Included	Included
<b>Total Premium</b>	\$316,464.00	\$308,620.00	\$277,421.00	\$271,839.00	\$247,211.00
Savings		\$7,844.00	\$39,043.00	\$44,625.00	\$69,253.00
Percentage of Increase		-2.48%	-12.34%	-14.10%	-21.88%
<b>Total Premium w/out Terrorism</b>	-	\$306,625.00	\$276,047.00	\$269,844.00	\$245,837.00

Monoline Policies

Worker's Compensation						
Insurance Agency Name	Kuhl & Company	Arthur J. Gallagher	Forrest Sherer, Inc.	Ramza Ins. Group	Ramza Ins. Group	Ramza Ins. Group
Insurance Carrier Name	BrickStreet Ins.	Synergy	Accident Insurance	BerkleyNet	State National Ins.	AIG
Total Premium	\$156,522.00	\$149,951.00	\$119,741.00	\$137,067.00	\$156,945.00	\$143,439.00

Student Medical Malpractice Liability

Insurance Agency Name	Forrest Sherer, Inc.
Insurance Carrier Name	ProAssurance
Total Premium	\$18,741.00

Media Liability

Insurance Agency Name	Forrest Sherer, Inc.
Insurance Carrier Name	AXIS Insurance
Total Premium	\$4,367.00

Foreign Liability

Insurance Agency Name	Ramza Ins. Group
Insurance Carrier Name	AIG
Total Premium	\$2,843.00

Cyber Liability

Insurance Agency Name	Mesirow Insurance	Mesirow Insurance	Mesirow Insurance	Mesirow Insurance	Mesirow Insurance	Mesirow Insurance	Mesirow Insurance
Insurance Carrier Name	Ascent Insurance Company	Ascent Insurance Company	Ascent Insurance Company	Beazley	Beazley	Beazley	Beazley
Total Premium	\$13,968.00	\$19,702.00	\$23,623.00	\$4,319.00	\$4,827.00	\$5,399.00	\$6,034.00

**Notes:**

Ascent Insurance Company

\* Ascent Insurance Company provided a Cyber Liability proposal for the College to consider. IVCC has the option to purchase the coverage with an Aggregate Limit of \$1,000,000; an Occurrence Limit at \$1,000,000; and the Deductible at \$25,000. The annual premium would be \$13,968.

\* Ascent Insurance Company provided a Cyber Liability proposal for the College to consider. IVCC has the option to purchase the coverage with an Aggregate Limit of \$3,000,000; an Occurrence Limit at \$3,000,000; and the Deductible at \$25,000. The annual premium would be \$19,702.

\* Ascent Insurance Company provided a Cyber Liability proposal for the College to consider. IVCC has the option to purchase the coverage with an Aggregate Limit of \$5,000,000; an Occurrence Limit at \$5,000,000; and the Deductible at \$25,000. The annual premium would be \$23,623.

Beazley

\* Beazley provided a Cyber Liability proposal for the College to consider. IVCC has the option to purchase the coverage with an Aggregate Limit of \$1,000,000; Notification to 100,000 Individuals; and a Deductible of \$25,000. The annual premium would be \$4,319.

\* Beazley provided a Cyber Liability proposal for the College to consider. IVCC has the option to purchase the coverage with an Aggregate Limit of \$1,000,000; Notification to 250,000 Individuals; and a Deductible of \$25,000. The annual premium would be \$4,827.

\* Beazley provided a Cyber Liability proposal for the College to consider. IVCC has the option to purchase the coverage with an Aggregate Limit of \$2,000,000; Notification to 100,000 Individuals; and a Deductible of \$25,000. The annual premium would be \$5,399.

\* Beazley provided a Cyber Liability proposal for the College to consider. IVCC has the option to purchase the coverage with an Aggregate Limit of \$2,000,000; Notification to 250,000 Individuals; and a Deductible of \$25,000. The annual premium would be \$6,034.

These Proposal worksheets were provided and prepared as a service to Illinois Valley Community College District #513. These worksheets or excerpts thereof contain information that (a) is or may be LEGALLY PRIVILEGED, CONFIDENTIAL, PROPRIETARY IN NATURE, OR OTHERWISE PROTECTED BY LAW FROM DISCLOSURE, and (b) is intended only for the use of Illinois Valley Community College District #513. You are hereby notified that using, copying, or distributing any part of these proposal worksheets is strictly prohibited. Copyright 2015 Bushue Human Resources, Inc.

**Bid Results – Treasurer’s Bond**

A request for proposals for the College’s Treasurer’s bond for Cheryl Roelfsema was prepared by Bushue Human Resources, Inc. Two proposals were submitted from R. J. Galla Company. The lowest proposal, in the amount of \$29,743 for three years, is from R. J. Galla Agency with Liberty Surety First as the carrier. This is a savings of \$1,761 from the current bond for a three year period.

**Recommendation:**

**The administration recommends Board approval to accept the bond proposal from R. J. Galla through Liberty Surety First for three years at \$29,743.**

KPI 5: Fiscal Responsibility/Affordability

**Illinois Valley Community College - Renewal Date: 09/01/2015  
Treasurer's Bond**

<b>Insurance Agency Name</b>	<b>R.J. Galla Company</b>	<b>R.J. Galla Company</b>	<b>R.J. Galla Company</b>
<b>Insurance Carrier Name</b>	<b>The Hartford</b>	<b>The Hartford</b>	<b>Liberty Surety First</b>
<b>Treasurer's Bond Limit</b>	<b>Current</b>	<b>Renewal</b>	<b>Alt. Proposal</b>
<i>Principal on Bond:</i>	Cheryl Roelfsema	Cheryl Roelfsema	Cheryl Roelfsema
<i>Limit of Bond:</i>	16,200,000	16,200,000	16,200,000
<i>Term of Bond:</i>	September 1, 2012 - September 1, 2015	September 1, 2015 - September 1, 2018	September 1, 2015 - September 1, 2018
<i>Bond Number:</i>	83BSBDP9335	83BSBDP9335	83BSBDP9335
<b>Total Estimated Premium</b>	<b>\$31,504.00</b>	<b>\$31,750.00</b>	<b>\$29,743.00</b>

**Notes:**

The Hartford

- \* The Hartford provided an alternate proposal for IVCC to consider. The College has the option to decrease the bond from a three (3) year term to a two (2) year term; for a total premium a \$22,000.
- \* The Hartford provided an alternate proposal for IVCC to consider. The College has the option to decrease the bond from a three (3) year term to a one (1) year term; for a total premium a \$12,210.

Liberty Surety First

- \* Liberty Surety First provided an alternate proposal for IVCC to consider. The College has the option to decrease the bond from a three (3) year term to a one (1) year term; for a total premium of \$11,016.

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**Proposal Results – Athletic Trainer Services**

In June 2015, IVCC solicited requests for proposals (RFPs) for Athletic Trainer services. For the past two years, Illinois Valley Community Hospital and St. Margaret’s Hospital have provided the services at no charge. Earlier this year they notified IVCC that they wanted to terminate that agreement.

A joint proposal was received from Illinois Valley Community Hospital and St. Margaret’s Hospital. This was the only proposal received.

**Recommendation:**

**The administration recommends Board approval to accept the proposal of Illinois Valley Community Hospital and St. Margaret’s Hospital to provide Athletic Trainer services to the College for the next two academic years at a total cost of \$10,000 per year (\$5,000 for each hospital).**

KPI 3 – Service Excellence

**Proposal Results – Marketing Consultant**

Proposals were received and evaluated from eight marketing firms. A selection committee made up of a cross-section of college constituents was formed. The top three firms – Interact Communications of LaCrosse, Wisconsin, Plaid Swan of Dubuque, Iowa, and TWG Plus, of Austin, Texas and Charlotte, North Carolina – were invited to present on campus. The committee unanimously agreed that Interact Communications presented the most comprehensive proposal because it included the development of a strategic plan, support for the execution of the plan, and tools for tracking the effectiveness of the plan. They are a full service firm that focuses only on two-year colleges. The total cost to the College will be \$70,500 which will include a district environmental scan, community image/needs assessment, marketing plan and campaign messaging and strategy, support for advertising via traditional and social media, inquiry tracking and marketing efficacy analysis. All references for Interact Communications were strongly supportive.

**Recommendation:**

**The administration recommends that the Board enter into a one-year agreement with Interact Communications for marketing and retention services at a cost to the district of \$70,500.**

KPI 4 – District Population Served

KPI 5 – Fiscal Responsibility/Affordability

Streator, July 2, 2015

To whom it may concern,

This letter announces my retirement  
from Adult Ed effective July 1, 2015.  
Thank you.

Sincerely,

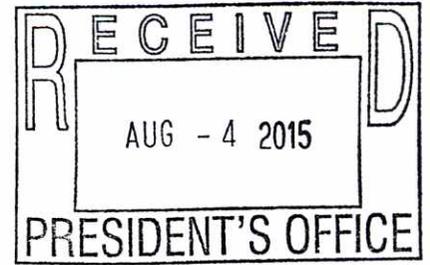
Maria Leape

Monday, July 20, 2015

I, Gerrit Stevenson, have decided to retire from my position as Training Specialist from the Truck Driver Training Program at IVCC effective today, July 20, 2015.

A handwritten signature in cursive script, appearing to read "Gerrit Stevenson".

Gerrit Stevenson



BOARD OF COMMISSIONERS

NURSING EDUCATION REPRESENTATIVES

ANN B. BAIN, EDD, MSN, RN
Dean, College of Education and Health Professions
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July 29, 2015

Jerry Corcoran, EdD
President
Illinois Valley Community College
815 North Orlando Smith Road
Oglesby, IL 61348

Dear Dr. Corcoran:

This letter is formal notification of the action taken by the Accreditation Commission for Education in Nursing (ACEN) at its meeting on July 9-10, 2015. The Board of Commissioners granted continuing accreditation to the associate nursing program and scheduled the next evaluation visit for Spring 2023. The details of the accreditation visit and the decision put forth by the Board of Commissioners have been sent to the program's nurse administrator.

Congratulations on this outstanding achievement! We look forward to continued successes for your nursing program. If you have questions about this action or about ACEN policies and procedures, please contact me.

Sincerely,

Marsal P. Stoll (handwritten signature)

Marsal P. Stoll, EdD, MSN
Chief Executive Officer



**ILLINOIS VALLEY  
COMMUNITY COLLEGE**

815 N. Orlando Smith Road  
Oglesby, IL 61348-9692  
Telephone: 815-224-2720  
Fax: 815-224-3033

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**Office of the President  
Jerome M. Corcoran, EdD**

July 29, 2015

Mr. Steve Conrad  
Mr. Dave Argubright  
Illinois Valley Building and  
Construction Trades Council  
P.O. Box 766  
Ottawa, IL 61350

Dear Steve and Dave:

It was very gratifying to have you and other members of the Illinois Valley Building and Construction Trades Council (IVBTC) contact me with a sense of urgency on the morning of July 9, 2015 asking if there was something that could be done to respond to the unfortunate negative political ads placed in local newspapers by a group that was intent upon embarrassing representatives of Illinois Valley Community College over its handling of a long dispute regarding the college's participation in the Bureau/Putnam County Enterprise Zone and the equalized assessed valuation of an ethanol plant. As the two of you spoke that evening during the public comments portion of our monthly meeting of the Board of Trustees, I was reminded of how fortunate IVCC has been to have such a tremendous working relationship with the 18 local unions who represent approximately 2,100 union construction workers in the Illinois Valley. Your message was respectful, yet direct: everyone should pay their fair share of taxes.

Every morning when I arrive at work, I am reminded of how fortunate the college has been to have so many talented craftspersons working on our behalf, producing high-quality results. Not only were many of these professionals involved in the construction of our new Peter Miller Community Technology Center, demolition of "temporary" buildings we used for more than 40 years, and many other campus-wide enhancements, but now they are putting the finishing touches on much-needed student-life space and a cyber café so that IVCC students will have *local* access to many of the amenities that students encounter when heading off to a four-year college or university.

As our Tech Center project was taking shape, local construction workers volunteered their time and labor to totally remodel our Softball program facilities. Every spring, these hard-working men and women cosponsor a career expo on our campus so that hundreds of high school students can

Letter to Steve Conrad and Dave Argubright

July 29, 2015

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familiarize themselves with rewarding career choices within the building trades industry. And every time there is an IVCC Foundation fundraiser, either to purchase state-of-the-art equipment or technology, or to add to the number of scholarships so that more students can attend college, it's a safe bet that many of our local union construction workers will be at the front of the line doing what they do best: leading by example for the betterment of the Illinois Valley.

When you and your colleagues attended the meeting on July 9<sup>th</sup> and chose to be heard, it was a reflection of your character, courage and commitment. Thank goodness whatever the challenge may be, we can rely upon you as officers and those you proudly represent to always get the job done.

Sincerely,

A handwritten signature in black ink, appearing to read "Jerry Corcoran", with a long, sweeping flourish extending to the right.

Dr. Jerry Corcoran

President

cc: IVCC Board of Trustees

# 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.