

REGULAR MEETING
BOARD OF ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 519
Counties of Stephenson, Ogle, Jo Daviess and Carroll

CALL TO ORDER/ROLL CALL

The regular meeting of the Board of Illinois Community College District No. 519 was called to order by Mr. Jim Endress, Chairperson, at 4:00 p.m. on September 27, 2022, in the Robert J. Rimington Board Room (room H-228) in the Highland Community College Student/Conference Center, 2998 West Pearl City Road, Freeport, Illinois in said district.

The following members were physically present: Mr. Doug Block, Mr. Jim Endress, Mr. Shawn Boldt (departed 4:28 p.m.), Mr. Craig Knaack, and Ms. Chloe Smith

The following members attended virtually: Ms. Pennie Groezinger

The following members were absent: Mr. James Rhyne Jr., and Ms. Sarah Kuhlemeier

Others physically present: Ms. Chris Kuberski, President; Mr. Kam Merryman, Network Administrator; Mr. Pete Fink, Director, ITS; and Ms. Terri Grimes, Board Secretary

Others virtually present: Ms. Jill Janssen, Vice President/CFO, Administrative Services, Board Treasurer; Mr. Scott Anderson, Vice President, Business, Technology, and Community Programs; Mr. Jim Phillips, Interim Vice President/CAO, Academic Services; Ms. Liz Gerber, Vice President/CSSO, Student Development & Support Services; Ms. Jeniece Smith, Director, Marketing & Community Relations; Dr. Andy Dvorak, Retired Faculty Member; Mr. Dan Dick, Acting Executive Director, HCC Foundation; Mr. Pete Norman, Director, Athletics & Physical Education; Mr. Bill Hadley, Chairman, Stephenson County Board; Ms. Caley Marten, Director, Columbia College Freeport Campus; Mr. Kurt Simpson, Director, Facilities & Safety; and, Mr. Jeremy Bradt, Director, Enrollment & Records

Illinois continues to be under a disaster proclamation related to public health, and an in-person meeting is not practical or prudent due to the COVID-19 pandemic. This meeting was properly noticed and is accessible to the public over Zoom. Mr. Endress asked if trustees who were attending virtually were able to hear.

APPROVAL OF AGENDA

Ms. Groezinger moved and Mr. Boldt seconded the motion to approve the agenda, as presented. The roll call on the motion was as follows:

AYES: Endress, Groezinger, Boldt, Knaack, Block, Smith
NAYS: None

Whereupon the Chairperson declared the motion carried.

PUBLIC HEARING CONCERNING THE 2022 – 2023 BUDGET

At 4:02 p.m., Mr. Endress stated that the next item on the agenda would be a Public Hearing to receive public comments on the 2022 – 2023 budget. All persons desiring to be heard would have an opportunity to present written or oral testimony with respect thereto. Mr. Endress asked if any trustees had comments regarding the 2022 – 2023 budget, and there were none. Mr. Endress asked if the Board Secretary had received any written testimony concerning the 2022 – 2023 budget, and there was none. Mr. Endress asked if there was any oral testimony or public comments concerning the 2022 – 2023, and there was none. Mr. Endress stated that all persons desiring to be heard had been given the opportunity to present oral and written testimony with respect to the 2022 – 2023 budget. Mr. Knaack moved and Ms. Groezinger seconded the motion to end the Public Hearing. The roll call on the motion was as follows:

AYES: Groezinger, Boldt, Knaack, Block, Endress, Smith
NAYS: None

At 4:04 p.m., the Chairperson declared the motion carried and the Public Hearing on the 2022 – 2023 budget ended.

APPROVAL OF MINUTES

Ms. Groezinger moved and Mr. Knaack seconded the motion to approve the minutes of the August 16, 2022, budget work session and regular meeting, as presented. The roll call on the motion was as follows:

AYES: Boldt, Knaack, Block, Endress, Groezinger, Smith
NAYS: None

Whereupon the Chairperson declared the motion carried.

PUBLIC COMMENTS

There were no public comments.

INTRODUCTIONS

There were no introductions.

MILL RACE CROSSING TIF

Mr. Bill Hadley, Chairman of the Stephenson County Board, provided an update on the Mill Race Crossing TIF. He explained that on August 23, 2022, the Stephenson County Board approved loaning \$380,000 from the TIF to Walnut Acres nursing home. The loan will be repaid through a payment plan to the TIF of \$95,000 each of four months beginning September 30, with the last payment due on December 31, 2022. Chairman Hadley also reported that at this time, there is an intergovernmental agreement with the City of Freeport to run water and sewer to Mill Race Crossing using American Rescue Act funds the County received, as well as \$2 million pledged by In Grown

Farms. Once the water and sewer lines are run, the area will be “shovel ready” with water, sewer, electricity, gas, and iFiber. The TIF generates about \$300,000 per year, with bond payments lasting until 2031. The current TIF expires in 2028, and next year the County will approach all the taxing bodies about extending the TIF, since there are a lot of leads that are being generated from companies wanting to come to Mill Race Crossing. The more people get out to the County-owned industrial park, the more taxes that are paid in to the TIF. Ms. Groezinger asked if it was common practice to lend money out of the TIF fund, and Mr. Hadley responded that it is not. He explained that the chair of the Nursing Home Committee asked Chairman Hadley about a loan from the TIF, and the TIF attorney gave the “green light” in writing. Mr. Hadley explained that once this loan is paid back, the nursing home will need to look at other avenues if they need a loan again, as he would oppose going down this avenue again. Mr. Block inquired if there was security on the loan, and Mr. Hadley responded that the security is Mill Race Crossing and the property taxes for the TIF. Mr. Endress expressed his appreciation to Chairman Hadley for the update, noting that as things happen at Mill Race Crossing, it is good for the County and ultimately good for the College, since Mill Race Crossing is part of the district. Mr. Hadley noted that the County is very fortunate to have Highland Community College because it is very important in trying to get companies to come to the area, as the College always tries to work with the companies to offer different classes. Mr. Hadley will keep the Board Chair updated on the loan to let him know it got paid back, and he stated that his door is always open if anyone wants to talk with him about any issues.

BUDGET REPORT

Due to the budget work session prior to the regular meeting, there was no additional budget report.

FOUNDATION REPORT

Mr. Dan Dick, Acting Executive Director of the HCC Foundation, provided an update on the activities of the Foundation. The Foundation participated in the athletic feasibility study meetings giving support to the ideation behind that and what may come next in needed support for the Legacy Campaign. A special Foundation meeting was held regarding the proposed memorandum of understanding (MOU) with the City of Freeport, Park District, the College, and Foundation regarding the bike-hike trail. The meeting resulted in an affirmative to the MOU, and the Foundation is prepared to follow the College if that is the direction the College goes. The scholarship awards ceremony occurred for the first time since 2019, and Mr. Dick thanked Mr. Endress and Ms. Kuberski for participating and providing scholarships. Over 40 individuals presented scholarships that day, with the focus on donors who are still living or who have loved ones still living. The Foundation’s annual meeting and Distinguished Alumni celebration will be held on November 17. The Foundation is partnering with the College and Chartwell on marketing efforts and potential next steps in the Legacy Campaign. Mr. Dick concluded his report by announcing that there are a number of exciting initiatives going on in the Foundation.

CONSENT ITEMS

A. Academic (None)

B. Administration

1. Appointment: Voting Delegate to the Association of Community College Trustees 2022 Leadership Congress
Recommendation: That the Board of Trustees approves the appointment of Trustee Pennie Groezinger to serve as the voting delegate at the Association of Community College Trustees (ACCT) 2022 Leadership Congress in New York City, New York, October 26 – 29, 2022. It is further recommended that Trustee Shawn Boldt serve as the alternate delegate, if Ms. Groezinger is unable to fulfill her responsibilities at the meeting.
2. Appointment: Assistant Local Election Official
Recommendation: It is recommended that the Highland Community College Board of Trustees approves the following Resolution:

Be it resolved that the Board of Trustees of Highland Community College District #519 appoints Ms. Christie Lewis as Assistant Local Election Official. The Assistant will act as the Local Election Official for Highland Community College for the nonpartisan election if Ms. Terri Grimes, Local Election Official, is not available during the filing period. The filing period will be December 12 – 19, 2022, from 8:00 a.m. to 5:00 p.m.

C. Personnel

1. Part-time Instructors, Overload, and Other Assignments
Recommendation: That the list of part-time instructors, overload, and other assignments be approved, as presented.

D. Financial (None)

Mr. Block moved and Mr. Knaack seconded the motion to approve the consent items, as presented. The roll call on the motion was as follows:

AYES: Knaack, Block, Endress, Groezinger, Boldt, Smith
NAYS: None

Whereupon the Chairperson declared the motion carried and the Resolution adopted.

MAIN MOTIONS

A. Academic

1. Saluki Step Ahead Online Program for Accounting, Business Administration, Criminology & Criminal Justice, Health Care Management, Psychology, and Radiologic Sciences

Mr. Knaack moved and Ms. Groezinger seconded the motion to approve the Saluki

Step Ahead online program subagreement, as presented, for Accounting, Business Administration, Criminology & Criminal Justice, Health Care Management, Psychology, and Radiologic Sciences between Highland Community College (HCC) and Southern Illinois University Carbondale (SIUC). The roll call on the motion was as follows:

AYES: Block, Endress, Groezinger, Boldt, Knaack, Smith
NAYS: None

Whereupon the Chairperson declared the motion carried.

B. Administration

1. First Reading – New, Revised, and Unchanged Policies: Policy Manual Chapter III Student

Mr. Knaack moved and Ms. Groezinger seconded the motion to approve for first reading the revised policies in Chapter III of the Policy Manual, as presented, affirm for first reading the unchanged policies in Chapter III of the Policy Manual, and approve for first reading new policy 3.29 Withdrawal for Students Called to Active Duty. The roll call on the motion was as follows:

AYES: Endress, Groezinger, Boldt, Knaack, Block, Smith
NAYS: None

Whereupon the Chairperson declared the motion carried.

2. First Reading – Revised Policy 5.09: Travel, Meal, and Lodging Expenses

Mr. Block moved and Mr. Knaack seconded the motion to approve for first reading the revised policy 5.09, Travel, Meal, and Lodging Expenses, as presented. The policy is included in Chapter V, Finance and Facilities, of the policy manual. The roll call on the motion was as follows:

AYES: Groezinger, Boldt, Knaack, Block, Endress, Smith
NAYS: None

Whereupon the Chairperson declared the motion carried.

C. Personnel

1. New Job Description: Coordinator, Project Succeed Program (Grant Funded)

Ms. Groezinger moved and Mr. Block seconded the motion to approve the new job description for Coordinator, Project Succeed Program, as presented, with placement at range 29 on the Highland Salary Range Table. This is a full-time, exempt professional, grant-funded position and is included in the FY23 budget. This position is dependent upon continued grant funding. The roll call on the motion was as follows:

AYES: Boldt, Knaack, Block, Endress, Groezinger, Smith
NAYS: None

Whereupon the Chairperson declared the motion carried.

2. Appointment: Coordinator, Project Succeed Program (Grant Funded)
Mr. Knaack moved and Mr. Boldt seconded the motion to approve the appointment of Mr. Brian Moore as full-time Coordinator, Project Succeed Program beginning September 1, 2022, at a FY23 salary of \$55,287, plus appropriate fringe benefits. This is a full-time, exempt professional, grant-funded position and is within the FY23 budget. This position is dependent on continued grant funding. The roll call on the motion was as follows:

AYES: Knaack, Block, Endress, Groezinger, Boldt, Smith
NAYS: None

Whereupon the Chairperson declared the motion carried.

3. Revised Job Description and Compensation Adjustment: Coordinator, Upward Bound (Grant Funded)
Mr. Block moved and Mr. Knaack seconded the motion to approve the revised job description, as presented, for the Coordinator, Upward Bound, with placement at range 27 on the Highland Salary Range Table. In addition, a compensation adjustment of \$2,886 is being recommended for the incumbent in the position, Ryan Shirley, effective September 1, 2022. This is a full-time, exempt professional, grant-funded position and is included in the FY23 budget. This position is dependent upon continued grant funding. The roll call on the motion was as follows:

AYES: Block, Endress, Groezinger, Knaack, Smith
NAYS: None

Whereupon the Chairperson declared the motion carried.

4. Compensation Adjustment: Director, TRIO Services (Grant Funded)
Mr. Knaack moved and Ms. Groezinger seconded the motion to approve the revised salary range placement for the Director, TRIO Services, with placement at range 34 on the Highland Salary Range Table, along with a compensation adjustment in the amount of \$6,281 for the incumbent in the position, Anthony Sago, effective September 1, 2022. This increase for the FY23 grant year is supported by the Upward Bound and Student Support Services grants. The roll call on the motion was as follows:

AYES: Endress, Groezinger, Knaack, Block, Smith
NAYS: None

Whereupon the Chairperson declared the motion carried.

5. Revised Job Description: Library Specialist, Circulation and Technical Services
Mr. Block moved and Ms. Groezinger seconded the motion to approve the revised job description and job title for the Library Specialist, Circulation and Technical Services, as presented, with placement at range 23 on the Highland Salary Range Table. This is a full-time, non-exempt classified position and is included in the FY23 budget. The roll call on the motion was as follows:

AYES: Groezinger, Knaack, Block, Endress, Smith
NAYS: None

Whereupon the Chairperson declared the motion carried.

6. Revised Job Description: Office Coordinator, Athletics and Physical Education
Mr. Block moved and Mr. Knaack seconded the motion to approve the revised job description for the Office Coordinator, Athletics and Physical Education, as presented. The position will remain at range 21 on the Highland Salary Range Table. This is a full-time, non-exempt classified position and is included in the FY23 budget. The roll call on the motion was as follows:

AYES: Knaack, Block, Endress, Groezinger, Smith
NAYS: None

Whereupon the Chairperson declared the motion carried.

7. Revised Job Description: Coordinator, Women's Athletics
Ms. Groezinger moved and Mr. Knaack seconded the motion to approve the revised job description for the Coordinator, Women's Athletics, as presented. The position will remain at range 25 on the Highland Salary Range Table. This is a full-time, exempt professional position and is included in the FY23 budget. The roll call on the motion was as follows:

AYES: Block, Endress, Groezinger, Knaack, Smith
NAYS: None

Whereupon the Chairperson declared the motion carried.

8. New Job Description: Head Coach/Coordinator, Sports Information and Intramurals
Mr. Knaack moved and Mr. Block seconded the motion to approve the new job description for Head Coach/Coordinator, Sports Information and Intramurals, as presented, with placement at range 26 on the Highland Salary Range Table. This is a full-time, exempt professional position and is included in the FY23 budget. The roll call on the motion was as follows:

AYES: Endress, Groezinger, Knaack, Block, Smith
NAYS: None

Whereupon the Chairperson declared the motion carried.

9. Appointment: Student Advisor (Grant Funded)

Ms. Groezinger moved and Mr. Block seconded the motion to approve the appointment of Ms. Kay Oppold as full-time Student Advisor for the Project Succeed Program beginning September 28, 2022, at a FY23 salary of \$53,180, plus appropriate fringe benefits. This is a full-time, exempt professional position and is within the FY23 budget. This grant-funded position is dependent on continued adequate grant funding. The roll call on the motion was as follows:

AYES: Groezinger, Knaack, Block, Endress, Smith
NAYS: None

Whereupon the Chairperson declared the motion carried.

10. Revised Salary Range Placement: Coordinator, Literacy and ESL Programs (Grant Funded)

Mr. Knaack moved and Mr. Block seconded the motion to approve the revised salary range placement for the Coordinator, Literacy and ESL Programs, with placement at range 24 on the Highland Salary Range Table. This is a full-time, non-exempt classified position and is included in the FY23 budget. This position is dependent upon continued grant funding. The roll call on the motion was as follows:

AYES: Knaack, Block, Endress, Groezinger, Smith
NAYS: None

Whereupon the Chairperson declared the motion carried.

11. Appointment: Student Success Coach (Grant Funded)

Ms. Groezinger moved and Mr. Block seconded the motion to approve the appointment of Mr. Chance Sharp as full-time Student Success Coach beginning October 11, 2022, at a FY23 salary of \$44,575, plus appropriate fringe benefits. This is a full-time, exempt professional, grant-funded position and is within the FY23 budget. This position is dependent on continued grant funding. The roll call on the motion was as follow:

AYES: Block, Endress, Groezinger, Knaack, Smith
NAYS: None

Whereupon the Chairperson declared the motion carried.

D. Financial

1. 2022-2023 Budget

Mr. Endress announced that there was a slight change to page 24 of the 2022-2023 budget (page 129 of the Board packet). He explained that restricted purposes revenue

on the original page was \$9,814,759 and it should be \$7,067,117, with an ending positive balance of \$709,324.

Mr. Knaack moved and Mr. Block seconded the motion to approve the Resolution, as presented, providing for the adoption of the 2022–2023 budget, and amending the budget numbers on page 24 of the budget, as explained by Mr. Endress. The roll call on the motion was as follows:

AYES: Endress, Groezinger, Knaack, Block, Smith
NAYS: None

Whereupon the Chairperson declared the motion carried and the Resolution adopted.

2. Acceptance of Mail Machine Lease

Mr. Boldt moved and Mr. Knaack seconded the motion to authorize acceptance of the lease contract, as presented, with Quadiant Leasing, a Neopost USA Company, through Brent’s Mailing Equipment of Rockford, IL, for the use of a postage and mailing machine at a monthly cost of \$288.29 for 63 months. The roll call on the motion was as follows:

AYES: Groezinger, Knaack, Block, Endress, Smith
NAYS: None

Whereupon the Chairperson declared the motion carried.

3. Consulting Agreement with Third Coast Higher Education for Interim Financial Aid Staffing and Support Services

Mr. Block moved and Mr. Knaack seconded the motion to approve the consulting agreement, as presented, with Third Coast Higher Education for interim Financial Aid staffing and support services at a cost not to exceed \$50,000. The roll call on the motion was as follows:

AYES: Knaack, Block, Endress, Groezinger, Smith
NAYS: None

Whereupon the Chairperson declared the motion carried.

4. Memorandum of Understanding Regarding Support and Commitment of Funds for a Grant Application to the Illinois Department of Transportation’s Transportation Enhancement Program (ITEP) for Pedestrian/Bicycle Facilities

Mr. Knaack moved and Mr. Block seconded the motion to remove this item (XI-D-4) from the agenda. The roll call on the motion was as follows:

AYES: Endress, Groezinger, Knaack, Block, Smith
NAYS: None

Whereupon the Chairperson declared the motion carried.

5. Payment of Bills and Agency Fund Report – August 2022

Mr. Knaack moved and Ms. Groezinger seconded the motion to approve the Resolution authorizing and directing Ms. Jill Janssen, Treasurer, to make payments or transfers of funds for the August 2022 bills, including Board travel, in the amount of \$808,406.49, Automated Clearing House (ACH) debits W0000633 amounting to \$23,051.61, and Electronic Refunds of \$5,658.00, with 12 adjustments of \$1,099.20, such warrants amounting to \$836,016.90. Transfers of funds for payroll amounted to \$543,641.29. The roll call on the motion was as follows:

AYES: Groezinger, Knaack, Block, Endress, Smith
NAYS: None

Whereupon the Chairperson declared the motion carried and the Resolution adopted.

REPORTS

Treasurer's Report: Statements of Revenue, Expenditures, and Changes in Fund Balance

Ms. Janssen reported that she received a call from the auditors and they have not had time to complete the audit, so it will not be ready for the October 18, 2022, regular meeting, but it should be ready for the November 22, 2022, meeting. The Audit & Finance Committee meeting will be moved from October 18, 2022, to November 22, 2022, at 3:00 p.m.

Student Trustee

Ms. Smith reported that Welcome Week was held on campus, and she attended the time capsule ceremony, which Ms. Kuberski and Ms. Grimes also attended. Last week the clubs and organizations met, with a lot of people attending. Students want to start a chess and pool club and have asked for funds for equipment. Student Senate elections were held and there are four new and four returning members. Tonight's volleyball game at home versus Sauk Valley will include free admission and tee-shirts for students, designed by Student Senator Ms. Teila Thommen. Student Senate is planning a haunted ghost tour at the Masonic Temple with spaces available for 25 students. Ms. Smith also began mentoring for two First-Year Experience Seminar (FYES) classes. A lot of new things are happening on campus and going well. Ms. Smith concluded her report by announcing that Student Senate numbers are up and students want to be involved.

Shared Governance

See President's administrative report.

ONE Highland

See President's administrative report.

Audit and Finance Committee

As noted earlier, the Audit & Finance Committee will meet at 3:00 p.m. on Tuesday, November 22.

Illinois Community College Trustees Association (ICCTA) Representative

Mr. Boldt was unable to attend the ICCTA meeting but a Neurodiversity Resolution was approved.

Association of Community College Trustees (ACCT)

Ms. Groezinger reported that ACCT's committees will meet during the New York City conference.

Board Chair

Mr. Endress participated in the Foundation's scholarship event. It was wonderful to have the event in person, and the donors appeared to be excited to present their scholarships. Ms. Kuberski observed that there was a variety of student interests, with students getting degrees in sonography, ag, nursing, education, cosmetology, social work, psychology, and puppeteering. This shows that Highland can serve the needs of all of these foundational plans, which speaks to the College's comprehensive approach. There also appeared to be a wide variety of high schools represented and a diversity of students. Mr. Endress also participated in Ms. Smith's Student Trustee orientation yesterday, as well as the Farm to Table event a couple weeks ago. The event was well done with lots of support for the Ag department.

Administration

Mr. Block referred to Ms. Kuberski's administrative report and asked how many Higher Learning Commission (HLC) peer reviewers the College has, and Ms. Kuberski reported that HCC currently has two trained peer reviewers. There has been talk about having one more, but at this time, HLC is not recruiting new peer reviewers. Accreditation experience is also a preference for the hiring for a new VP/CAO, and although it is not required, it is part of the criterion the search committee is looking at. Mr. Block thanked Dr. Chelsea Martinez and Ms. Kuberski for taking on being an HLC peer reviewer, noting that it is important to get their insight. Ms. Kuberski has not yet been on an HLC visit but Dr. Martinez has, and Ms. Kuberski believes that helped frame how Dr. Martinez put together the College's HLC report and facilitated that process.

Mr. Phillips reported that the Music department, under the direction of Dr. Randy Haldemann, hosted the 34th annual ILMEA workshop, with 122 high school students on campus. Dr. Haldeman and several employees in the Fine Arts area worked on the project. Mr. Jeff Lehman, who is retired from Freeport High School, assisted as one of the clinicians, and there was also support outside the Fine Arts area including Audiovisual, Custodial/Maintenance, and Admissions & Records staff. The event was held from 9:00 a.m. to 1:45 p.m., with lunch and tee-shirts provided. In order to receive a tee-shirt, the students had to scan a QR code that Admissions & Records developed, which allowed the College to capture the students' information. The information will be used to communicate to the students two times each semester through emails for recruitment purposes and also to invite them to upcoming Music department events. The students will also receive complimentary tickets to the events to get them back on campus. This was a huge effort across campus, and Mr. Phillips especially recognized Dr. Haldemann and the Vocal Music and Fine Arts departments for pulling off the event.

Mr. Anderson reported that on September 8, Lifelong Learning had enrollment of 315, and as of today it is 503, which has pretty much doubled the enrollment from last Fall.

Strategic Plan

There was no report.

At 5:02 p.m., the Chairperson declared a recess; the meeting resumed at 5:09 p.m.

CLOSED SESSION

Ms. Groezinger moved and Mr. Knaack seconded the motion to move into Closed Session for the purposes of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body under Open Meetings Act exception 2-C-1; and, collective negotiating matters between the public body and its employees or their representatives under exception 2-C-2, pursuant to the Open Meetings Act, and to return to Open Session for possible action. The roll call on the motion was as follows:

AYES: Knaack, Block, Endress, Groezinger, Smith
NAYS: None

Whereupon the Chairperson declared the motion carried.

Mr. Endress explained that the public attendees through Zoom would remain in the meeting, with the video and audio muted, while the Board was in Closed Session. The video stream and meeting would resume after the Closed Session.

At 5:11 p.m., the Chairperson declared the meeting in Closed Session.

Mr. Block moved and Mr. Knaack seconded the motion to end the Closed Session. The roll call on the motion was as follows:

AYES: Block, Endress, Groezinger, Knaack, Smith
NAYS: None

At 5:24 p.m., the Chairperson declared the motion carried and the Closed Session ended.

ACTION, IF NECESSARY

No action was necessary following the Closed Session.

OLD BUSINESS

Memorandum of Understanding Regarding Support and Commitment of Funds for a Grant Application to the Illinois Department of Transportation's Transportation Enhancement Program (ITEP) for Pedestrian/Bicycle Facilities

Mr. Endress referred to the agenda item (Item #XI-D-4) that was removed earlier in the meeting regarding the proposed bike path. He explained that the City will submit the grant with the College's approved Resolution supporting the concept, and he believes the City would like to have at least a draft of a memorandum of understanding (MOU) from the College that the trustees would be willing to sign. There were a few people on the Foundation board who were concerned that the College had approved the Resolution regarding the financial implications, and Mr. Endress pointed out to them that it was funds "up to" \$200,000, but Mr. Steve Cox, who is on the Foundation board and also the City's attorney, confirmed that the City is expecting \$200,000. Mr. Endress believes

that the Foundation will not let the College “sit high and dry,” as they realize this happening is a fiscal benefit to them, as it relieves them from the liability for the former bike path that is owned by the Foundation. Ms. Kuberski has also discussed this with the YMCA and they are willing to take the concept to their board and potentially provide some funding toward the \$200,000. Mr. Endress met with Mr. Dick following the Board retreat, and Mr. Dick has brainstormed a little bit about charitable contributions earmarked for the bike path. There was also discussion at the Foundation board meeting about the definition of “maintenance” of the bike path. Both Mr. Cox and Attorney Mr. Tim Zollinger referred back to the line in the MOU that states “in its natural condition,” and they believe that we can leave it in its natural condition; however, Mr. Anderson and Mr. Kurt Simpson have expressed concerns that often the public have pushed back and want it clear. The College had thought about posting signs if and when it is open that it will be maintained in its natural condition in the winter, and it can be used for snow shoeing, and Mr. Cox believed that was a good idea. It is Ms. Kuberski’s understanding from what she saw today that if there are any changes, they should be recommended by tomorrow so the City can have the draft in its almost final form so it does not cause problems later. Mr. Endress also expressed concerns about the liability insurance, and Ms. Janssen stated that the College’s insurance carrier indicated there would not be an extra cost but they will have their safety person come out to take a look and perhaps recommend signage. The current path has easement issues north of the College’s main entrance, so the Freeport School District will need to grant an easement. Mr. Endress believes the City will assume the leg that is currently owned by the Foundation and the liability. Once the new path gets to Highland to the Foundation property, they want an easement, not ownership as in the last proposal, so if the path goes away, the land would go back to the Foundation. That stretch would also be maintained and insured by the City. Ms. Kuberski said that the only concern that has been raised that is not spelled out is the requirement for snow removal, and she believes the MOU would hold us responsible for fixing a pothole in the future, if needed. Mr. Endress also expressed a concern that if in 30 years the bike path is “junk,” someone could argue that we would need to repave it, and he does not want to “sign up” for that. Ms. Kuberski will read through the MOU again and, if she sees something, she can suggest that it be modified, as the City is looking for a draft of an MOU to be submitted with the grant application that trustees would probably be willing to sign at the October meeting. Ms. Kuberski will send the most recent draft to Attorney Zollinger tonight to make sure he does not have any concerns. The agreement obligates the College to \$200,000 but there are options for funding that. When the project is ready to start, the College will have 30 days to come up with the \$200,000.

NEW BUSINESS

There was no new business.

DATES OF IMPORTANCE

The next quarterly Board retreat will be held on December 14, 2022, at 8:00 a.m. The next regular Board meeting will be October 18, 2022, due to the Association of Community College Trustees Annual Leadership Congress. At this time, it is assumed that the Audit & Finance Committee will meet on November 22, 2022, at 3:00 p.m.

ADJOURNMENT

Ms. Groezinger moved and Mr. Block seconded the motion to adjourn the meeting. The roll call on the motion was as follows:

AYES: Endress, Groezinger, Knaack, Block, Smith
NAYS: None

At 5:47 p.m., there being no further business, the Chairperson declared the motion carried and the meeting adjourned.

Respectfully submitted,



Terri A. Grimes, Board Secretary
Illinois Community College District No. 519