

FACILITIES AND FINANCE COMMITTEE
Seibert Conference Room
Belleville Campus
October 12, 2022

Committee members present: Richard Roehrkasse, Chair
Steve Campo
Charles Hannon

Trustees present: Robert G. Morton
Nick Raftopoulos

Administrators present: Nick Mance
Linda Andres
Danielle Chambers
Sue McClure
Missy Roche
Dr. Gina Segobiano
Bob Tebbe
Bernie Ysursa

Attorney present: Garrett Hoerner (remote)

CALL TO ORDER

Chairman Roehrkasse called the meeting to order at 6:09 p.m.

APPROVAL OF MINUTES

Mr. Hannon moved, seconded by Mr. Campo, to approve the minutes of the September 14, 2022 meeting as presented. Upon a voice vote the motion carried.

FACILITIES

Public Safety Report

Chief Administrative Services Officer Ysursa presented the Public Safety report for September 2022. Trustee Hannon inquired about an incident at the Belleville Campus; Mr. Ysursa reported the resolution to the concern.

Facilities Report

CFO Roche provided a Facilities Report which contained a District-wide Project Status Report for October 2022 and a Manufacturing Training Academy Project Report as of September 30, 2022.

FINANCE

Approval of Bills

Chairman Roehrkasse requested Approval of Bills be placed on the non-consent agenda for action by the Board of Trustees. In the interim, any questions should be directed to him or to CFO Missy Roche.

Purchase and Agreements

The following purchasing request and agreements were presented for approval:

a PBU-90 disarticulating full body adult phantom for X-ray and optional pack of replacement screws from Supertech, Elkhart, IN in the amount of \$31,360.00 utilizing Higher Education Emergency Relief Funds (HEERF III);

agreement with TEGNA/KSDK Channel 5 for a Spring 2023 Enrollment Ad Campaign to air between December 1, 2022 through January 16, 2023 in the total amount of \$18,500.00 utilizing budgeted departmental funds;

agreement with Hubbard Radio for a Spring 2023 Enrollment Ad Campaign to air between December 1, 2022 through January 31, 2023 in the total amount of \$28,112.00 utilizing budgeted departmental funds; and

agreement with O'Fallon/Shiloh Chamber of Commerce for digital billboards November 1, 2022 through April 14, 2023 in the amount of \$1,400.00 utilizing budgeted departmental funds.

Mr. Hannon moved, seconded by Mr. Campo, to recommend the Board of Trustees approve the purchase request and the agreements as presented. Upon a roll call vote, those trustees voting aye were Mr. Campo, Mr. Hannon and Mr. Roehrkaske. Nays: none. Absent: none. The motion carried. (These items will appear on the consent agenda.)

Mold and Asbestos Remediation

CFO Roche presented a request to utilize excess Protection, Health, and Safety (PHS) funds for required mold and asbestos remediation, on an emergency basis, in the Main Complex at the Belleville Campus in the total amount of \$80,342.00 to the following providers:

Environmental Consultants, LLC, Collinsville, IL;
Midwest Service Group, St. Peters, MO; and
Servpro, Troy, IL.

President Mance reported ceiling tiles have been replaced as well as coils in the air handlers and replacement of air units. The tuckpointing project has also begun.

Trustee Campo questioned if more custodians are needed due to the Main Complex breaking down. Mr. Mance stated we are looking for custodians and are probably twenty people short. Positions are on the books, but finding staff is difficult. Mr. Campo asked if there was something we could do to become more competitive; but President Mance stated our union contracts are competitive.

Mr. Hannon moved, seconded by Mr. Campo, to recommend the Board of Trustees ratify the completed mold and asbestos projects as presented in the amount of \$80,342.00 utilizing excess PHS funds. Upon a roll call vote, those trustees voting aye were Mr. Campo, Mr. Hannon and Mr. Roehrkaske. Nays: none. Absent: none. The motion carried. (This item will appear on the consent agenda.)

Cellular Booster Implementation Change Order

Executive Director Andres requested approval of change order in the amount of \$20,925.00 to Zagarr Engineering, St. Louis, MO to change the build out of the booster implementation in the Main Complex at the Belleville Campus. Zagarr Engineering has admitted this was their mistake and they are paying the cost. The college is paying for the equipment.

Mr. Hannon moved, seconded by Mr. Campo, to recommend the Board of Trustees approve change order in the amount of \$20,925.00 to Zagarr Engineering, St. Louis, MO to change the build out of the booster implementation in the Main Complex at the Belleville Campus. Upon a roll call vote, those trustees voting aye were Mr. Campo, Mr. Hannon and Mr. Roehrkasse. Nays: none. Absent: none. The motion carried. (This item will appear on the consent agenda.)

Disposal of College Property

Executive Director of IT Andres presented a request to dispose of a Smartboard SPNL-4065, asset ID #00015819 in accordance with Administrative Procedure 6008AP: Disposal of College Property. The item has outlived its useful life; can no longer be maintained under maintenance agreements; and is no longer able to support any institutional need.

Mr. Hannon moved, seconded by Mr. Campo, to recommend the Board of Trustees dispose of the Smartboard SPNL-4065, asset ID#00015919 in accordance with Administrative Procedure 6008AP. Upon a roll call vote, those trustees voting aye were Mr. Campo, Mr. Hannon, and Mr. Roehrkasse. Nays: none. Absent: none. The motion carried. (This item will appear on the consent agenda.)

Single Audit Report FY 2021

CFO Roche presented a request to accept the FY 2021 Single Audit Compliance Report issued by CliftonLarsonAllen. The college is required to complete a Single Audit for compliance with federal grant awards. The college had one finding issued, and a corrective action plan is being implemented.

Mr. Hannon moved, seconded by Mr. Campo, to recommend the Board of Trustees accept the FY 2021 Single Audit Compliance Report issued by CliftonLarsonAllen. Upon a roll call vote, those trustees voting aye were Mr. Campo, Mr. Hannon, and Mr. Roehrkasse. Nays: none. Absent: none. The motion carried. (This item will appear on the consent agenda.)

2022 Tax Levy Preparation - FY 2024

CFO Roche provided background material in preparation for the tax levy this fall for the FY 2024 budget. Information concerning Equalized Assessed Value (EAV) received from the district's counties help to project the budget process. EAV has continued to increase for the past five years.

In order to continue eligibility for equalization funding, the district must keep the operating tax rate at 95% of the maximum operating rate as established by ICCB, which is \$28.33 for next year. This maximum operating rate combined with a projected EAV growth of 5% in the district would result in a total levy of \$35.7M in all funds; and the overall tax rate would decrease slightly by 1.37 cents.

Options are fairly narrow in order to maintain eligibility for equalization funding and monitor EAV in the district. Staff have run a number of scenarios, none of which would require a public hearing under the Truth-in-Taxation law, and recommend continuing with the tax levy strategy that maintains

eligibility for state equalization funding; maximizes operating rates; maintains the lowest overall tax rates; and considers operating needs along with fund balance and reserve strategies. Staff recommend the tax levy strategy presented in the scenario representing a 5% increase in EAV.

CFO Roche stated this month staff will review their plan and next month will bring the appropriate resolution to the committee.

Chairman Roehrkaske directed that any questions from the trustees be directed to CFO Roche.

Finance Report

CFO Roche stated beginning this month she will provide a Finance Report comprised of a Treasurer's Report and an Analyses of Income and Expenditures for the trustees. No action was required from the committee as this is information only.

ANY OTHER COMMITTEE RELATED BUSINESS

President Mance reported he has received requests from a few individuals and organizations to rename the Programs and Services for Older Persons (PSOP) building in honor of Eugene Verdu, founder of the PSOP program and past Southwestern Illinois College trustee. Mr. Mance provided copies of Board Policy 8016 and Administrative Procedure 8016AP, Institutional Naming Rights.

Trustee Campo stated he would be an advocate to rename PSOP after Mr. Verdu. Trustee Hannon added it would be a smart thing to recognize Mr. Verdu. Trustee Roehrkaske offered renaming the building in Mr. Verdu's honor would be nice. Trustee Morton said he was not certain about naming the entire building after Mr. Verdu and suggested perhaps the addition at PSOP would be more appropriate. Trustee Campo summarized that he would leave the decision to Trustees Roehrkaske and Morton and President Mance as they worked with Mr. Verdu for many years and knew him best.

The next meeting of the Facilities and Finance Committee is Wednesday, November 9, 2022 at 5:30 p.m. in the Seibert Conference Room at the Belleville Campus.

ADJOURNMENT

Mr. Hannon moved, seconded by Mr. Campo, to adjourn the meeting at 6:35 p.m. Upon a voice vote the motion carried.

Respectfully submitted,

Beverly J. Fiss
Board Secretary