

**FACILITIES AND FINANCE COMMITTEE**  
**Seibert Conference Room**  
**Belleville Campus**  
**November 9, 2022**

Committee members present:	Richard Roehrkasse, Chair Steve Campo (remote; dropped off at 6:35p) Charles Hannon
Trustees present:	Robert G. Morton Nick Raftopoulos (remote)
Administrators present:	Nick Mance Linda Andres Sue McClure Missy Roche Dr. Gina Segobiano Bob Tebbe Bernie Ysursa
Attorney present:	Garrett Hoerner

**CALL TO ORDER**

Chairman Roehrkasse called the meeting to order at 6:20 p.m.

**APPROVAL OF MINUTES**

Mr. Hannon moved, seconded by Mr. Campo, to approve the minutes of the October 12, 2022 meeting as submitted. Upon a voice vote the motion carried.

**FACILITIES**

**Public Safety Report**

Chief Administrative Services Officer Ysursa presented the Public Safety report for October 2022. He cautioned everyone to be extra watchful as the time and temperature change.

**Biology Labs: Main Complex, Belleville Campus**

CFO Missy Roche presented a request to proceed with the Biology Lab project authorizing administration to procure the design and specification for the bid package and to set a preliminary budget of \$2.0 million dollars. The biology labs at SWIC have not been updated in well over 25 years. The scope of the project includes four biology labs and prep space and covers 6,600 square feet including new fire suppression, asbestos remediation, mechanical adjustments including HVAC, plumbing, gas and electrical, science grade casework, marker boards, ceilings, refinish of floors and new furniture.

Mr. Hannon moved, seconded by Mr. Roehrkasse, to recommend the Board of Trustees approve request to proceed with the Biology Lab project as presented. 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.)

**Facilities Report**

CFO Roche provided a Facilities Report as of October 24, 2022 which contained a District-wide Project Status Report; a Manufacturing Training Academy Project Report; and a list of PHS Projects. Trustee Blomenkamp inquired about receipt of the grant funds that will be utilized for the Manufacturing Training Academy project.

**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.

**Bid Award/Purchase and Agreements**

The following bid award, purchasing request and agreements were presented for action:

award the lowest responsible bid for Somso Anatomy Models to VWR International, Rochester, NY in the amount of \$31,816.01 utilizing HEERF III grant funding;

purchase UMC-500SS machining equipment from Haas Factory Outlet, St. Louis, MO in the amount of \$158,591.50 utilizing Perkins grant funding;

purchase a security camera and door access system for dormitory #2 at the Southwestern Illinois Justice & Workforce Development Campus from Utilitra, Edwardsville, IL in the amount of \$69,304.96 utilizing Southwestern Illinois Justice & Workforce Development Campus grant funding;

purchase three IConnect Refrigeration Trainers for the HVAR program at the Belleville and the Sam Wolf Granite City Campuses and the Wyvetter H. Younge Higher Education Campus in East St. Louis, IL from Advanced Technology Consultants, Northville, MI in the amount of \$73,450.00 utilizing Perkins grant funding;

purchase Dell laptops, charging cart and supplies for the Belleville Campus Early Childhood area from Dell, Round Rock, TX in the amount of \$68,474.80 utilizing Early Childhood Education grant funding; and

agreement for direct mail advertising to promote Spring Semester 2023 with Data Unlimited Inc., Collinsville, IL in the amount of \$41,691.81 (includes \$21,509.30 postage) utilizing budgeted department funding.

Mr. Hannon moved, seconded by Mr. Roehrkasse, to recommend the Board of Trustees award the lowest responsible bid and approve the purchase requests and the agreements as presented. Upon a roll call vote, those trustees voting aye were Mr. Hannon and Mr. Roehrkasse. Nays: none. Absent: Mr. Campo (dropped off remote connecton at 6:35 p.m.) The motion carried. (These items will appear on the consent agenda.)

**Renewal of Policies and Premiums for the College Athletic Insurance Program for FY 2023**

CFO Roche presented a request to ratify renewal of policies and premiums for the college athletic insurance program for FY 2023 utilizing Alliant Insurance Services through First Agency for the broker/agent services. The recommended policies and premiums have been determined to best meet objectives of the program for FY 2023.

Mr. Hannon moved, seconded by Mr. Roehrkasse, to recommend the Board of Trustees ratify renewal of policies and premiums for the college athletic insurance program for FY 2023 utilizing Alliant Insurance Services through First Agency for the broker/agent services. Upon a roll call vote those trustees voting aye were Mr. Hannon and Mr. Roehrkasse. Nays: none. Absent: Mr. Campo. The motion carried. (This item will appear on the consent agenda.)

**Disposal of College Property**

Executive Director of IT Andres and Chief Administrative Services Officer Ysursa presented requests to dispose of the following college property in accordance with Administrative Procedure 6008AP:

Disposal of College Property:

- Smartboard SP685iX-4065, tag #00000479;
- Scanner Fi 5750C, tag #00000318;
- 2004 Ford F350 dump truck, tag #00000611; and
- Sub-metering/monitoring systems (4), tag #00000689 through #00000691.

Mr. Hannon moved, seconded by Mr. Roehrkasse, to recommend the Board of Trustees dispose of the college property as presented in accordance with Administrative Procedure 6008AP. Upon a roll call vote, those trustees voting aye were Mr. Hannon, and Mr. Roehrkasse. Nays: none. Absent: Mr. Campo. The motion carried. (These items will appear on the consent agenda.)

**2022 Tax Levy Preparation - FY 2024**

CFO Roche provided the proposed 2022 Tax Levy Resolutions with supporting attachments and requested the committee recommend the levy request of \$31,222,853 in addition to the amount for the bond fund, which is estimated at \$4.5M. The aggregate extended tax levy is less than 5% of the estimated 2021 extensions; therefore truth-in-taxation does not apply and a public hearing is not required.

Mr. Hannon moved, seconded by Mr. Roehrkasse, to recommend the Board of Trustees adopt “Resolution of Intent to Levy an Additional Tax Pursuant to Section 3-14.3 of the Illinois Public Community College Act” and “Resolution Adopting Calendar Year 2022 Tax Levy.” Upon a roll call vote, those trustees voting aye were Mr. Hannon, and Mr. Roehrkasse. Nays: none. Absent: Mr. Campo. The motion carried. (These items will appear on the consent agenda.)

**Finance Report**

CFO Roche provided a Finance Report comprised of a Treasurer’s Report and an Analyses of Income and Expenditures. Any questions should be directed to her. No action was required from the committee.

**ADJOURNMENT**

Mr. Hannon moved, seconded by Mr. Roehrkasse, to adjourn the meeting at 6:43 p.m. Upon a voice vote the motion carried.

Respectfully submitted,

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Beverly J. Fiss  
Board Secretary