

FACILITIES AND FINANCE COMMITTEE
Seibert Conference Room
Belleville Campus
November 13, 2018
5:00 p.m.

Committee members present:

Richard E. Roehrkaske, Chairman
Harry Briggs, Ph.D.
Robert G. Morton

Trustees present:

John Blomenkamp
Stephanie Scurlark-Belt

Administrators present:

Nick J. Mance
Clay Baitman
Staci Clayborne
Bernie Ysursa

Linda Andres
Anna Moyer
Missy Roche

Attorney present:

Garrett Hoerner

CALL TO ORDER

Chairman Roehrkaske called the meeting to order at 6:25 p.m.

APPROVAL OF MINUTES

Dr. Briggs moved, seconded by Mr. Morton, to approve the minutes of the October 8, 2018 meeting as submitted. The motion carried.

FACILITIES

Bid Awards

There were no bid awards.

Discussion/Information/Action Items

There were no items requiring discussion/action.

Public Safety

Vice President Ysursa stated Public Safety is aware of the MetroLink traffic, a number of whom are non-students. Chairman Roehrkaske directed any questions concerning the Public Safety reports be referred to him or to Vice President Ysursa.

FINANCE

Approval of Bills

Chairman Roehrkaske directed Approval of Bills be placed on the non-consent agenda for action by the Board of Trustees.

Dr. Briggs moved, seconded by Mr. Morton, to place the topic Approval of Bills on the non-consent agenda for action by the Board of Trustees. The motion carried.

Purchase and Installation of Movable Walls

CFO Missy Roche presented a request to approve the purchase and installation of four moveable walls located in the President's Office on the 3rd floor of the Main Complex to Egyptian Furniture, Belleville, Illinois at a cost of \$38,607.11.

To maximize efficiency and productivity and to allow for more collaboration with senior management, the Finance Office will relocate from the Information Sciences Building to the President's Office to an area that is currently vacant. The college recommends using the Steelcase product provided by Egyptian Furniture because it will more closely match the current moveable walls in that room.

Four proposals were received and evaluated. Pricing was obtained from a purchasing consortium contract with E&I Cooperative Services.

Mr. Morton moved, seconded by Dr. Briggs, to recommend the Board of Trustees approve the purchase and installation of four moveable walls located in the President's Office on the 3rd floor of the Main Complex to Egyptian Furniture, Belleville, Illinois at a cost of \$38,607.11. The motion carried. (This item will appear on the consent agenda.)

2018 Tax Levy Preparation - FY 2020

CFO Missy Roche presented the Resolution Adopting Calendar Year 2018 Tax Levy for adoption by the Board of Trustees. Approval has been received from ICCB.

Ms. Roche reported the levy is based on an estimated 2% growth in EAV, but she expects the aggregate tax rate to decrease by 0.24 cents. The operating rates will remain at the approved maximum. The aggregate extended tax levy is less than 5% of the actual 2017 extensions, therefore truth-in-taxation does not apply and a public hearing is not required. All material is subject to review by legal counsel.

Dr. Briggs moved, seconded by Mr. Morton, to recommend the Board of Trustees adopt Resolution Adopting Calendar Year 2018 Tax Levy. The motion carried. (This item will appear on the consent agenda.)

Financial Aid Update

Vice President Clayborne provided the monthly Financial Aid update as presented at the Personnel, Programs and Services Committee meeting earlier this evening.

NEXT SCHEDULED MEETING

The next regular meeting of the Facilities and Finance Committee will be Monday, December 10, 2018 at 5:00 p.m. in the Seibert Conference Room.

The regular November 21, 2018 meeting of the Board of Trustees falls on Thanksgiving Eve. There was agreement to move the meeting to Thursday, November 29, 2018 at 6:00 p.m. in the Marsh Conference Room.

ADJOURNMENT

Mr. Morton moved, seconded by Dr. Briggs, to adjourn the meeting at 6:40 p.m. The motion carried.

Respectfully submitted,

Beverly J. Fiss
Secretary to the Board of Trustees