

**MORAIN VALLEY COMMUNITY COLLEGE**  
**9000 West College Parkway**  
**Palos Hills, IL 60465**

Governing Board of Moraine Valley Community College, Community College District #524, Regular Meeting, 6:00 PM, Tuesday, February 21, 2023, Board Room D219, 9000 West College Parkway Palos Hills, IL 60465. Hybrid meeting to be held in person and online in a virtual format, pursuant to the State of Illinois Executive Orders, with all meeting content and public comments, via phone or otherwise, being recorded. Access is provided by teleconference online via [www.morainevalley.edu/BOTFeb21](http://www.morainevalley.edu/BOTFeb21) or by phone 1-312-535-8110 with Meeting ID 2621 176 6147, p/w: Tsm3KSZJJ38 (87635795 from phones).

**A G E N D A**

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **MINUTES**
  - 1) Unapproved Minutes - Public Hearing on Tax Levy, December 20, 2022
  - 2) Unapproved Minutes - Regular Meeting, December 20, 2022
  - 3) Unapproved Minutes - Special Meeting, January 11, 2023
  - 4) Unapproved Minutes - Special Meeting, January 24, 2023
  - 5) Unapproved Minutes - Special Meeting, January 31, 2023
  - 6) Unapproved Minutes - Closed Session Held December 20, 2022
  - 7) Unapproved Minutes - Closed Session Held January 11, 2023
  - 8) Unapproved Minutes - Closed Session Held January 24, 2023
4. **AUDIENCE PARTICIPATION**
5. **BOARD REPORTS AND/OR REQUESTS**
  - 1) ACCT National Legislative Summit Report - P. Murphy
  - 2) Student Trustee Report – N. Hasan
6. **REPORTS OF ADMINISTRATION**
  - 1) President's Report
    - Congressionally Directed Community Project Funds
    - Responsible Bidder Ordinances
    - Purchasing and Bid Process
7. **COMMUNICATIONS**
8. **FINANCIAL STATEMENT**
  - 1) **FOR DECEMBER 2022:**
    - a. Treasurer's Report
    - b. Financial Records Summary
    - c. Investments
  - 2) **FOR JANUARY 2023:**
    - a. Treasurer's Report
    - b. Financial Records Summary
    - c. Investments
9. **WARRANTS**

**CONSENT AGENDA (Agenda Items 9 - 12) (\*items included for action)**

  - 1) \* Account Expenditure Summaries (including Travel Expense Reimbursements)
    - a. **FOR DECEMBER 2022**

- b. **FOR JANUARY 2023**
    - 2) \* Education Fund
    - 3) \* Operation & Maintenance Fund
    - 4) \* Operation & Maintenance Restricted Fund
    - 5) \* Bond & Interest Fund
    - 6) \* Auxiliary Fund
    - 7) \* Restricted Purpose Fund
    - 8) \* Working Cash Fund
    - 9) \* Trust and Agency Fund
    - 10) \* Audit Fund
    - 11) \* Liability, Protection and Settlement Fund
- 10. **REPORT OF PERSONNEL**
  - 1) \* Full-Time
    - a. \* Third-Year Contract for Bargaining Unit Members
    - b. \* Second Year Contract for Bargaining Unit Members
  - 2) \* Part-Time/Supplemental/Other
  - 3) Salary Revisions
  - 4) \* Leave of Absence (LOA)
  - 5) \* Resignations/Terminations
    - a. \* Retirement - Support Staff
  - 6) \* Reclassifications (Promotions, Transfers, Corrections, etc.)
- 11. **UNFINISHED BUSINESS**
- 12. **NEW BUSINESS**
  - 1) \* Affiliation Agreement with Bedford Park Fire Department (Emergency Medical Services and Fire Science Programs)
  - 2) \* Affiliation Agreement with Radius Foundation Inc. (Addictions Studies Program)
  - 3) \* Moraine Valley Community College Fall 2023 “Explore” Mailer Bid
  - 4) \* Moraine Valley Community College Summer 2023 Noncredit Mailer Printing Bid
  - 5) \* Palos Hills Request for Use of College Property and Intergovernmental Agreement
- 13. **MISCELLANEOUS**
- 14. **AUDIENCE PARTICIPATION**
- 15. **CLOSED SESSION** - Motion to adjourn to closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees, pursuant to Sections 2(c)(1) and (2) of the Illinois Open Meetings Act.
- 16. **ADJOURNMENT**

Agenda Item 3.0  
February 21, 2023

**MINUTES**

Approved Minutes - Regular Meeting - November 15, 2022

Enclosed

**APPROVED**

**MORAIN VALLEY COMMUNITY COLLEGE  
9000 West College Parkway  
Palos Hills, IL 60465**

The Governing Board of Moraine Valley Community College, District No. 524, Regular Meeting, was held on Thursday, November 15, 2022, in Building M, Moraine Business & Conference Center Moraine Rooms, 9000 West College Parkway, Palos Hills, Illinois, 60465. Meeting was held in-person and online, pursuant to the State of Illinois Executive Orders and Gubernatorial Disaster Proclamations, with all meeting content and public comments, via phone or otherwise, being recorded.

**I. CALL TO ORDER**

The meeting was called to order by Chair Brian O’Neill at 6:04 PM.

**II. ROLL CALL**

Present: Brian O’Neill, Chair; Bernadette Barrett; Beth McElroy Kirkwood; Joseph Murphy; Patricia Joan Murphy; Nematallah Hasan, Student Trustee

Absent: John Coleman; Kimberly Hastings Cristelli

Chair O’Neill requested anyone calling in to state their name when speaking or making a motion for the record. He also asked those not speaking to keep their devices on mute.

Mr. O’Neill indicated for the record that per Illinois Governor Pritzker’s disaster proclamation through December 10, 2022, allows the temporary suspension of the Open Meetings Act (OMA) requirements for a quorum of members to be physically present, allowing call-in trustee participation to constitute a quorum. He also noted that this meeting is being conducted as a hybrid, with both in-person and virtual participation. Mr. O’Neill asked Trustee Patricia Murphy to serve as secretary pro tem for the November meeting.

**III. MINUTES**

It was moved by Mr. Murphy and seconded by Ms. Murphy to approve the unapproved minutes of the Regular Meeting held October 18, 2022.

ROLL CALL VOTE taken on approval of minutes for the Regular Meeting held October 18, 2022:

Yes: Barrett, Kirkwood, P. Murphy, O’Neill, J. Murphy  
Absent: Coleman, Cristelli  
Student  
Advisory: Yes

Motion carried.

**IV. AUDIENCE PARTICIPATION**

None

**V. BOARD REPORTS AND/OR REQUESTS**

**5.1 ACCT Leadership Conference and ICCTA Meeting Reports - P. Murphy**

Ms. Murphy reported on the ACCT Leadership Conference in New York and the November ICCTA Meeting. She noted that the ACCT Leadership conference was held from October 25-29 and that she attended the conference with Dr. Pamela Haney, Vice President of Academic Affairs, and Steve Pappageorge, Executive Director of Community Education, Workforce Development, and Government Relations. Ms. Murphy said that she went to multiple informational sessions with Dr. Haney and Mr. Pappageorge. She discussed some of the topics of the information sessions, including a session focusing on policy updates from Washington, DC. Ms. Murphy also reported on the November ICCTA meeting held on November 11-12 in Downers Grove, IL. She said that the meeting included trustee roundtable discussions and a luncheon with guest speaker Dr. Christine Sobek, President of Waubensee Community College. Ms. Murphy noted that Dr. Sobek recently announced her retirement and that her discussion reflected upon her time as a college president and how to prepare for future challenges in higher education. Ms. Murphy said that the roundtable discussions focused on economic development, ways to encourage enrollment for adult learners, and the use of virtual reality in education.

**5.2 Student Trustee Report**

Ms. Hasan began her report by noting that priority registration for the winter term and spring 2023 semester started on October 31 and that open registration began on November 7. She discussed an event held on September 15 by the student government called Cookies and the Constitution, which tested students’

knowledge of the Constitution. She also reported that the counseling and career development center sponsored mental health awareness week from October 2-8. Ms. Hasan said that there were multiple events held during the week focusing on self-care and ways to reduce stress. She noted that the admissions office held an open house on November 5 for prospective students and their families to discover all that moraine valley has to offer and to answer any questions prospective students may have. She discussed an event held by the financial aid office on November 7 to explain the effects of withdrawing from courses on an individual's financial aid. Ms. Hasan said that two STEM-related field trips recently occurred at the Argonne National Laboratory and at a cadaver lab. She noted that these field trips provided information to students about potential career paths and internship opportunities. Ms. Hasan said that a blood drive was hosted on campus on September 19 and that 26 units of blood were donated to local blood banks. She noted that students raised \$2,000 for the Susan G. Komen Foundation during student life's Big Pink Volleyball Tournament. Ms. Hasan said that students participated in the libraries' pumpkin decorating contest in late October, with all proceeds going to library scholarships. She noted that October was Hispanic Heritage Month and that the month was celebrated through multiple events, including a Día de Los Muertos celebration.

## **VI. REPORTS OF ADMINISTRATION**

### **6.1 President's Report**

Dr. Jenkins introduced Vice President of Finance, Theresa O'Carroll to present the 2022 Tax Levy Resolution to the Board.

- Tax Levy Resolution Update - Theresa O'Carroll shared information about the tax levy resolution, which is on the agenda for approval this evening to set a public hearing for the final tax levy in December. She noted that the Truth in Taxation Law requires the college to have a public hearing and to post a public notice regarding the hearing in the newspaper not more than fourteen and no less than seven days before the date of the public hearing. Ms. O'Carroll said that the tax levy paperwork must be filed with the county before the last Tuesday in December. Once the paperwork is submitted to the county, the county finalizes the aggregate assessed value and the equalized assessed value, along with the limiting rate. She reviewed the worksheet for the tax levy recommendation, explaining each line item, noting that we don't yet know the 2022 equalized assessed valuation because it will be determined by the Illinois Department of Revenue. Ms.

Murphy asked what the tax levy would mean for the average homeowner. Ms. O’Carroll said that it is difficult to give an exact number and noted that the number being presented are not necessarily what the final numbers will be. She said that they do anticipate that the owner of a \$200,000 home could anticipate an increase of approximately \$35.

Dr. Jenkins thanked Theresa O’Carroll for presenting the 2022 Tax Levy Resolution. She thanked Trustee Hasan and said that she said she hopes to reschedule a luncheon with student leaders on campus. Dr. Jenkins also thanked Trustee Patricia Murphy for her reports and for all of the meetings she has attended this year. She noted that spring and winter session enrollment has started and is going well. She thanked Dr. Pamela Haney and Dr. Normah Salleh-Barone for offering the winter session. Dr. Jenkins announced that MAP grant money can now be used for short-term certificates and that this will help boost enrollment in some credit and non-credit programs. She thanked Trustee Patricia Murphy for her lobbying on behalf of the state to help make the change to the MAP grant happen. Dr. Jenkins invited the Trustees to attend the all staff and faculty holiday dinner on Wednesday, December 7, 2022. She said that the holiday dinner is a celebration to thank faculty and staff for their hard work over the past semester.

**VII. COMMUNICATIONS**

7.1 Final External Evaluation Letter for Title III Grant

**VIII. FINANCIAL STATEMENT**

8.1 Treasurer's Report

Treasurer's Report showing an ending balance of \$129,836,953.49 will be filed for audit. (DOCUMENT A - SUPPLEMENT TO MINUTES)

8.2 Budget Report

(DOCUMENT B - SUPPLEMENT TO MINUTES)

8.3 Investments

(DOCUMENT C – SUPPLEMENT TO MINUTES)

**CONSENT AGENDA (IX – XII):**

It was moved by Mr. Murphy and seconded by Ms. Kirkwood to approve the following consent agenda items:

**IX. WARRANTS**

The warrant summaries are presented to the Board.

|      |   |                |
|------|---|----------------|
| 9.1  | Account Expenditure Summaries             |                |
| 9.2  | Education Fund                            | \$6,509,799.01 |
| 9.3  | Operation & Maintenance Fund              | 734,376.52     |
| 9.4  | Operation & Maintenance Fund (Restricted) | 38,250.69      |
| 9.5  | Bond & Interest Fund                      | -0-            |
| 9.6  | Auxiliary Enterprise Fund                 | 688,520.34     |
| 9.7  | Restricted Purpose Fund                   | 1,394,725.75   |
| 9.8  | Working Cash Fund                         | -0-            |
| 9.9  | Trust and Agency Fund                     | 10,483.28      |
| 9.10 | Audit Fund                                | 25,000.00      |
| 9.11 | Liability, Protection & Settlement Fund   | -0-            |

(DOCUMENT D - SUPPLEMENT TO MINUTES)

**X. REPORT OF PERSONNEL**

Chair O’Neill publicly identified the nature of the agenda items contained in the Report of Personnel.

10.1-1 Full-Time

- Abigail Bean - Marketing Coordinator – Effective - 12/5/22
  - Kayla Bucci - Manager, Student Life – Effective - 12/5/22
  - Tiffany Davis - Early College Specialist – Effective - 12/5/22
  - Christopher Mendoza - Student Success Specialist - Effective: 12/5/22
- (DOCUMENT E - SUPPLEMENT TO MINUTES)

10.1-2 Part-Time/Supplemental/Other

(DOCUMENT F - SUPPLEMENT TO MINUTES)

10.1-3 Salary Revisions

None.

10.1-4 Leave of Absence

None.

10.1-4(a) Sabbatical Leave – Faculty

It is recommended that the following faculty member be granted a sabbatical leave:

Ericka Hamilton, Professor, Psychology  
Fall 2023 semester with full pay  
(DOCUMENT G - SUPPLEMENT TO MINUTES)

10.1-5 Resignations/Terminations

Albert James - Senior Applications Developer - Effective: 12/22/22  
Catherine Smith - Student Success Specialist - Effective: 10/24/22  
(DOCUMENT H - SUPPLEMENT TO MINUTES)

10.1-5(a) Retirement – Faculty

Michael Gatto - Professor, Radiologic Technology - 12/16/22  
Debra Guerrero - Professor, Polysomnography - 8/4/23  
(DOCUMENT I - SUPPLEMENT TO MINUTES)

10.1-5(b) Retirement – Administrative & Professional

Christine Kuropas - Health Sciences Admissions Coordinator - 12/22/22  
Lorri Miskus - Staff Accountant - 10/28/22  
(DOCUMENT J - SUPPLEMENT TO MINUTES)

10.1-5(c) Retirement – Support Staff

Christine Chirillo - Departmental Assistant - 5/18/23  
Sharon Ksiazek - Accounts Payable Clerk - 6/30/23  
Donna Larsen - Departmental Assistant - 3/31/23  
Ellen Malliaras - Purchasing Assistant - 6/29/23  
Phyllis Olsson - Accounting Clerk II - 6/30/23  
Julie Pacult - Bookstore Textbook Expeditor - 6/30/23  
Bridget Spencer - Custodian - 4/28/23  
(DOCUMENT K - SUPPLEMENT TO MINUTES)

10.1-5(d) Retirement – Support Staff

Deborah Stoffregen - Administrative Assistant - 5/31/23  
(DOCUMENT L - SUPPLEMENT TO MINUTES)

10.1-6 Reclassifications (Promotions, Transfers, Corrections, etc.)

Patricia Brown – from Associate Professor to Professor – effective Academic Year 2022-2023

Tanya Cardona – from Registration Representative to Project Facilitator – effective 11/21/22

Maria-Judith Negley – Departmental Assistant in Learning Enrichment and College Readiness to Departmental Assistant in Corporate, Community, and Continuing Education – 12/5/22

Nathan Schneider – from Operations Coordinator to Application Services Manager – Effective 11/21/22

(DOCUMENT M - SUPPLEMENT TO MINUTES)

**XI. UNFINISHED BUSINESS**

None.

**XII. NEW BUSINESS**

Chair O’Neill identified the nature of the agenda items contained in New Business.

12.1 Affiliation Agreement with Peace Village

It is recommended that the Board of Trustees approve the affiliation agreement with Peace Village.

(DOCUMENT N - SUPPLEMENT TO MINUTES)

12.2 Affiliation Agreement with Summit Fire Department

It is recommended that the Board approve the affiliation agreement with Summit Fire Department.

(DOCUMENT O - SUPPLEMENT TO MINUTES)

12.3 Acceptance of FY2022 Audit

It is recommended that the Board of Trustees accept the Audit for the fiscal year 2022 as presented. A copy of the Audit will be filed with the State of Illinois.

(DOCUMENT P - SUPPLEMENT TO MINUTES)

12.4 Moraine Valley Police Department Technology Infrastructure Upgrade Purchase

Whereas CDWG, of Vernon Hills, Illinois, has submitted Illinois Public Higher Education Cooperative (IPHEC) pricing, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order to CDWG. in the amount of \$115,034.11

Whereas Nexum, Inc., of Hammond, Indiana, has submitted the lowest responsible proposal for the purchase of Juniper network switches, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order to Nexum, Inc. in the amount of \$11,723.60

Whereas Communications Supply Corp (Wesco/Anixter), of Glenview, Illinois, Continental Resources of Chicago, Illinois and Pentegra Systems, of Addison, Illinois have submitted proposals for the purchase of miscellaneous cables, racks and server reprogramming services, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase orders to the above in the amounts as follows: Communications Supply Corp (Wesco/Anixter) \$874.03, Continental Resources \$1,120.00, Pentegra Systems \$2,480.00.

(DOCUMENT Q - SUPPLEMENT TO MINUTES)

12.5 Police Vehicle Purchase

Whereas Morrow Brothers Ford, of Greenfield, Illinois has been approved by the State under Contract Number 19-416CMS-BOSS4-P-11453, through the State of Illinois, it is recommended that the Board of Trustees approve this request and authorize the issuance of a purchase order in the amount of \$44,640.00 to Morrow Brothers Ford for the purchase of a 2023 Ford Police Interceptor Utility Vehicle.

(DOCUMENT R - SUPPLEMENT TO MINUTES)

12.6 Zoll X Series Non-Clinical Monitor/Defibrillator Equipment Purchase

Whereas Zoll Medical Corporation of Chelmsford, MA., being sole provider and manufacturer has submitted pricing per the Savvik Agreement # 2021-06, it is recommended that the Board of Trustees approve and authorize the issuance of a purchase order in the amount of \$32,688.76 to Zoll Medical Corporation for the purchase of the Zoll X Series Non-Clinical Monitor/Defibrillator.

(DOCUMENT S - SUPPLEMENT TO MINUTES)

12.7 Summer 2023 “Explore” Mailer Bid

Whereas World’s Printing & Specialties, of DeKalb, Illinois, is the lowest responsible and responsive bidder, it is recommended that the Board of Trustees award this bid and authorize the issuance of a purchase order in the amount of \$34,357.42 to World’s Printing & Specialties for the printing of the “Explore” mailer for Summer 2023.

(DOCUMENT T - SUPPLEMENT TO MINUTES)

12.8 Resolution Determining the 2022 Estimated Tax Levy and Public Hearing

It is recommended that the Board of Trustees approve the resolution as presented.

(DOCUMENT U - SUPPLEMENT TO MINUTES)

ROLL CALL VOTE TAKEN on Consent Agenda Items 9.1, 9.2, 9.3, 9.4, 9.5, 9.6, 9.7, 9.8, 9.9, 9.10, and 9.11 (including travel reimbursements); 10.1-1, 10.1-2, 10.1-4(a), 10.1-5, 10.1-5(a), 10.1-5(b), 10.1-5(c), 10.1-5(d), and 10.1-6; and 12.1, 12.2, 12.3, 12.4, 12.5, 12.6, 12.7, and 12.8:

|           |  |
|-----------|--|
| Yes:      | Barrett, Kirkwood, J. Murphy, P. Murphy, O’Neill |
| Absent:   | Coleman, Cristelli                               |
| Student   |  |
| Advisory: | Yes  |

Motion carried.

**XIII. MISCELLANEOUS**

Dr. Jenkins noted that the Board approved the repair of a broken pipe beneath the L building, which resulted in heating issues for the building. She announced that the contractors ran a new pipe beneath the building, which restored heating.

Dr. Jenkins thanked Rick Hendricks for working with the contractors to complete the project.

**XIV. AUDIENCE PARTICIPATION**

None.

**XV. CLOSED SESSION**

It was moved by Mr. Murphy and seconded by Ms. Kirkwood to move to closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees; and the setting of a price for sale or lease of property owned by the public body, pursuant to Sections 2(c)(1)(2) and (6) of the Illinois Open Meetings Act

ROLL CALL VOTE taken on motion to move to a closed session:

|           |  |
|-----------|--|
| Yes:      | Barrett, Kirkwood, J. Murphy, P. Murphy, O'Neill |
| Absent:   | Coleman, Cristelli                               |
| Student   |  |
| Advisory: | Yes  |

Motion carried.

The Board moved to closed session at 6:45 PM, returning to open session at 7:17 PM.

Roll Call: Barrett, Kirkwood, J. Murphy, P. Murphy, O'Neill, Hasan

**XIV. ADJOURNMENT**

The meeting adjourned at 7:25 PM.

**BOARD REPORTS AND/OR REQUESTS**

- |     |   |        |
|-----|---|--------|
| 5.1 | ACCT National Legislative Summit Report - P. Murphy | Verbal |
| 5.2 | Student Trustee Report – N. Hasan                   | Verbal |

**REPORTS OF ADMINISTRATION**

6.1 President's Report

Verbal

- Congressionally Directed Community Project Funds
- Responsible Bidder Ordinances
- Purchasing and Bid Process

**MORAIN VALLEY COMMUNITY COLLEGE  
 COMMUNITY COLLEGE DISTRICT NO. 524  
 TREASURER'S REPORT  
 MONTH ENDED DECEMBER 31, 2022**

| FUND                        | BEGINNING<br>BALANCE     | RECEIVED                | DISBURSED               | ENDING<br>BALANCE        |
|-----------------------------|--------------------------|-------------------------|-------------------------|--------------------------|
| EDUCATION FUND              | \$ 54,525,391.83         | \$ 10,487,458.55        | \$ 7,398,257.18         | \$ 57,614,593.20         |
| OPERATION & MAINT FUND      | 8,876,726.95             | 2,144,769.11            | 1,024,493.48            | 9,997,002.58             |
| OPERATION & MAINT (RESTR.)  | 20,672,823.56            | 819,529.64              | 713,398.19              | 20,778,955.01            |
| BOND & INTEREST FUND        | 22.63                    | 1,735,316.66            | 1,726,700.00            | 8,639.29                 |
| AUXILIARY FUNDS             | 12,740,339.71            | 663,645.72              | 1,160,201.61            | 12,243,783.82            |
| RESTRICTED PURPOSE FUNDS    | 10,938,355.83            | 1,013,859.85            | 3,104,665.63            | 8,847,550.05             |
| WORKING CASH FUND           | 13,967,980.56            | 5,117.31                | 0.00                    | 13,973,097.87            |
| TRUST & AGENCY FUNDS        | 145,260.86               | 553.64                  | 4,071.24                | 141,743.26               |
| AUDIT FUND                  | 59,781.93                | 20,360.07               | 0.00                    | 80,142.00                |
| LIAB, PROTECT & SETTLE FUND | 129,920.47               | 198,371.39              | 256.65                  | 328,035.21               |
| TOTAL                       | <u>\$ 122,056,604.33</u> | <u>\$ 17,088,981.94</u> | <u>\$ 15,132,043.98</u> | <u>\$ 124,013,542.29</u> |

ENDING BALANCE REPRESENTED BY:

|                                   |                          |
|-----------------------------------|--------------------------|
| PETTY CASH & CHANGE FUNDS         | \$ 22,550.00             |
| HUNTINGTON BANK                   | 1,046,270.80             |
| OLD NATIONAL BANK                 | 8,827,567.11             |
| OLD NATIONAL BANK                 | 677,333.58               |
| WINTRUST MAXSAFE                  | 3,119,133.88             |
| IL METROPOLITAN INVESTMENT FUND   | 5,300,094.27             |
| IL METROPOLITAN INVESTMENT FUND   | 2,154,398.11             |
| IL SCHOOL DIST LIQUID ASSEST FUND | 4,971,440.43             |
| IL PUBLIC TREASURERS FUND         | 3,814,445.09             |
| SHORT TERM INVESTMENTS            | 65,142,789.49            |
| LONG TERM INVESTMENTS             | 28,937,519.53            |
| TOTAL                             | <u>\$ 124,013,542.29</u> |

**MORAIN VALLEY COMMUNITY COLLEGE  
 COMMUNITY COLLEGE DISTRICT NO. 524  
 TREASURER'S REPORT  
 MONTH ENDED JANUARY 31, 2023**

| FUND                        | BEGINNING<br>BALANCE     | RECEIVED                | DISBURSED              | ENDING<br>BALANCE        |
|-----------------------------|--------------------------|-------------------------|------------------------|--------------------------|
| EDUCATION FUND              | \$ 57,614,593.20         | \$ 9,736,794.70         | \$ 6,107,604.90        | \$ 61,243,783.00         |
| OPERATION & MAINT FUND      | 9,997,002.58             | 2,183,902.09            | 830,649.12             | 11,350,255.55            |
| OPERATION & MAINT (RESTR.)  | 20,778,955.01            | 423,538.66              | 463,951.96             | 20,738,541.71            |
| BOND & INTEREST FUND        | 8,639.29                 | 1,530,995.06            | 0.00                   | 1,539,634.35             |
| AUXILIARY FUNDS             | 12,243,783.82            | 1,289,395.65            | 753,171.01             | 12,780,008.46            |
| RESTRICTED PURPOSE FUNDS    | 8,847,550.05             | 897,856.58              | 1,030,836.60           | 8,714,570.03             |
| WORKING CASH FUND           | 13,973,097.87            | 8,371.23                | 0.00                   | 13,981,469.10            |
| TRUST & AGENCY FUNDS        | 141,743.26               | 1,374.78                | 3,692.44               | 139,425.60               |
| AUDIT FUND                  | 80,142.00                | 18,034.93               | 0.00                   | 98,176.93                |
| LIAB, PROTECT & SETTLE FUND | 328,035.21               | 175,143.84              | 0.00                   | 503,179.05               |
| TOTAL                       | <u>\$ 124,013,542.29</u> | <u>\$ 16,265,407.52</u> | <u>\$ 9,189,906.03</u> | <u>\$ 131,089,043.78</u> |

ENDING BALANCE REPRESENTED BY:

|                                   |                          |
|-----------------------------------|--------------------------|
| PETTY CASH & CHANGE FUNDS         | \$ 22,850.00             |
| HUNTINGTON BANK                   | 1,043,957.34             |
| OLD NATIONAL BANK                 | 5,416,912.76             |
| OLD NATIONAL BANK                 | 674,195.04               |
| WINTRUST MAXSAFE                  | 3,129,323.37             |
| IL METROPOLITAN INVESTMENT FUND   | 5,317,731.22             |
| IL METROPOLITAN INVESTMENT FUND   | 2,154,506.43             |
| IL SCHOOL DIST LIQUID ASSEST FUND | 4,987,743.15             |
| IL PUBLIC TREASURERS FUND         | 6,544,398.28             |
| SHORT TERM INVESTMENTS            | 71,617,656.66            |
| LONG TERM INVESTMENTS             | 30,179,769.53            |
| TOTAL                             | <u>\$ 131,089,043.78</u> |

**ACCOUNT EXPENDITURE SUMMARIES  
 DECEMBER**

| <u>AGENDA ITEM</u> | <u>FUND</u>                             | <u>AMOUNT</u>           |
|--------------------|---|-------------------------|
| 9.2                | EDUCATION FUND                          | \$ 7,398,257.18         |
| 9.3                | OPERATION & MAINTENANCE FUND            | 1,024,493.48            |
| 9.4                | OPERATION & MAINTENANCE (RESTR) FUND    | 713,398.19              |
| 9.5                | BOND & INTEREST FUND                    | 1,726,700.00            |
| 9.6                | AUXILIARY ENTERPRISE FUND               | 1,160,201.61            |
| 9.7                | RESTRICTED PURPOSE FUND                 | 3,104,665.63            |
| 9.8                | WORKING CASH FUND                       | -                       |
| 9.9                | TRUST AND AGENCY FUND                   | 4,071.24                |
| 9.10               | AUDIT FUND                              | -                       |
| 9.11               | LIABILITY, PROTECTION & SETTLEMENT FUND | 256.65                  |
|                    | TOTAL                                   | <u>\$ 15,132,043.98</u> |

**ACCOUNT EXPENDITURE SUMMARIES  
 JANUARY**

| <u>AGENDA ITEM</u> | <u>FUND</u>                             | <u>AMOUNT</u>          |
|--------------------|---|------------------------|
| 9.2                | EDUCATION FUND                          | \$ 6,107,604.90        |
| 9.3                | OPERATION & MAINTENANCE FUND            | 830,649.12             |
| 9.4                | OPERATION & MAINTENANCE (RESTR) FUND    | 463,951.96             |
| 9.5                | BOND & INTEREST FUND                    | -                      |
| 9.6                | AUXILIARY ENTERPRISE FUND               | 753,171.01             |
| 9.7                | RESTRICTED PURPOSE FUND                 | 1,030,836.60           |
| 9.8                | WORKING CASH FUND                       | -                      |
| 9.9                | TRUST AND AGENCY FUND                   | 3,692.44               |
| 9.10               | AUDIT FUND                              | -                      |
| 9.11               | LIABILITY, PROTECTION & SETTLEMENT FUND | -                      |
|                    | <b>TOTAL</b>                            | <b>\$ 9,189,906.03</b> |

10.0 REPORTS OF PERSONNEL

|           |   |          |
|-----------|---|----------|
| 10.1-1    | Full Time   | Enclosed |
| 10.1-1(a) | Third-Year Contract for Bargaining Unit Members                 | Enclosed |
| 10.1-1(b) | Second-Year Contract for Bargaining Unit Members                | Enclosed |
| 10.1-2    | Part Time/Supplemental/Other                                    | Enclosed |
| 10.1-3    | Salary Revisions  | None     |
| 10.1-4    | Leave of Absence (LOA)  | Enclosed |
| 10.1-5    | Resignations/Terminations                                       | Enclosed |
| 10.1-5(a) | Retirement – Support Staff                                      | Enclosed |
| 10.1-6    | Reclassifications<br>(Promotions, Transfers, Corrections, Etc.) | Enclosed |

S U B J E C T   R E P O R T – Full Time

|                  |   |                    |
|------------------|---|--------------------|
| Zainab Alshaheen | Departmental Assistant<br>Adult Basic Education                               | Effective: 2/27/23 |
| Loretta Doyle    | Financial Aid Expeditor<br>Financial Aid                                      | Effective: 2/27/23 |
| Krystal Eriks    | Student Success Specialist<br>Corporate, Community, & Continuing<br>Education | Effective: 1/17/23 |
| Maribel Krol     | Grant Coordinator<br>Resource Development                                     | Effective: 2/27/23 |
| Joseph Peloso    | Manager of Network Services<br>Network Operations                             | Effective: 1/30/23 |
| Kevin Rizzo      | IT Operations Coordinator<br>Application & Web Services                       | Effective: 2/27/23 |
| Harold Toliver   | Student Success Specialist<br>Student Success                                 | Effective: 2/27/23 |
| Mark Vazquez     | Financial Aid Assistant<br>Financial Aid                                      | Effective: 2/27/23 |

---

R E C O M M E N D E D   A C T I O N

That the above be employed at the indicated salary conditional upon receipt of a drug screening and a background check from the State of Illinois.

Third-Year Contract for Bargaining Unit Members

Pursuant to the terms of the negotiated Agreement for the Faculty Association, Article 4.3, Non-Tenured Faculty, it is recommended that a contract for the following non-tenured bargaining unit members be renewed for the 2023-2024 academic year.

Jeanne Kraus  
John Moreno  
Georgina Murphy

Culinary Arts  
Heating & Air Conditioning  
Nursing

---

RECOMMENDED ACTION

That the Board of Trustees approves the award of a contract for the 2023-2024 academic year for the above-named individuals.

Second-Year Contract for Bargaining Unit Members

According to Article 4.3 of the Faculty Agreement, first-year faculty are to be notified in writing of the decision to continue or terminate employment for the upcoming academic year no later than 60 days prior to the end of the first academic year. The following employees are being recommended to be given a contract for the 2023-2024 academic year.

|                            |                                 |
|----------------------------|---------------------------------|
| Agne Juskaite              | Academic Advising               |
| Leona Lilly                | Basic Nurse Assistant           |
| Adel Moustafa              | Radiologic Technology           |
| Peter Placas               | Biology                         |
| Anni Rasmussen             | Addiction Studies               |
| Alexander Resendez         | Counseling & Career Development |
| Jacinda Ross               | Nursing                         |
| Christian Torres Smolenets | Adult Education                 |
| Kathleen Wellman           | Massage Therapy                 |

---

RECOMMENDED ACTION

That the Board of Trustees approves the award of a contract for the 2023-2024 academic year for the above-named individuals.

SUBJECT REPORT – Leave of Absence (LOA)

|                   |  |                                       |
|-------------------|--|---------------------------------------|
| Anna Chmiel       | Advisor<br>Academic Advising   | L.O.A. (PARENTAL)<br>4/10/23-12/15/23 |
| Guadalupe Cuellar | Higher Education Emergency Relief Fund<br>Technical Coordinator<br>Financial Aid | L.O.A. (PARENTAL)<br>2/16/23-5/30/23  |

---

RECOMMENDED ACTION

That the above leave be granted.

S U B J E C T   R E P O R T - Resignations/Terminations

|                 |  |                    |
|-----------------|--|--------------------|
| Carol Antosz    | Secretary II<br>Liberal Arts                     | Effective: 3/31/23 |
| Michele Brandow | Administrative Assistant<br>Foundation           | Effective: 1/20/23 |
| John Christman  | Coordinator, Veteran Services<br>Student Success | Effective: 1/30/23 |

---

R E C O M M E N D E D   A C T I O N

That the above be approved as presented.

Retirement – Support Staff

The following employees have submitted a notice of retirement per date listed:

|               |  |         |
|---------------|--|---------|
| Kathryn Lelo  | Financial Aid Expeditor<br>Financial Aid                   | 1/27/23 |
| Mary Sullivan | P.T. Registration Representative<br>Registration & Records | 1/31/23 |

---

RECOMMENDED ACTION

It is recommended that the requests for retirement be approved as presented.

SUBJECT REPORT – Reclassifications (Promotions, Transfers, Etc.)

| <u>Name</u>        | <u>Present Position</u>   | <u>Action Taken</u>   |
|--------------------|---|---|
| Nicholas Carpenter | Groundskeeper<br>Campus Operations<br>Support Staff                       | Reclassified to:<br>Lead Groundskeeper<br>Effective: 2/27/23                    |
| Jasmyn Ferguson    | P.T. User Support Services Specialist<br>Client Services<br>Support Staff | Reclassified to:<br>F.T. User Support Services Specialist<br>Effective: 2/27/23 |
| Todd Lamberth      | Technical Engineer<br>Client Services<br>Administrative & Professional    | Reclassified to:<br>Technical Services Coordinator<br>Effective: 2/27/23        |
| Rebekah Mondy      | Financial Aid Assistant<br>Financial Aid<br>Support Staff                 | Reclassified to:<br>Financial Aid Expeditor<br>Effective: 2/27/23               |

---

RECOMMENDED ACTION

That the above be approved as presented.

**NEW BUSINESS**

- \*12.1 Affiliation Agreement with Bedford Park Fire Department (Emergency Medical Services and Fire Science Programs) Enclosed
- \*12.2 Affiliation Agreement with Radius Foundation Inc. (Addictions Studies Program) Enclosed
- \*12.3 Moraine Valley Community College Fall 2023 “Explore” Mailer Bid Enclosed
- \*12.4 Moraine Valley Community College Summer 2023 Noncredit Mailer Printing Bid Enclosed
- \*12.5 Palos Hills Request for Use of College Property and Intergovernmental Agreement Enclosed

DATE: Feb. 6, 2023

TO: Margaret Lehner  
Vice President for Institutional Advancement and Executive Assistant to the President

FROM: Jane M. Bentley  
Director of Purchasing

RE: **Fall 2023 “Explore” Mailer Bid**

The bid was duly advertised in a local newspaper as prescribed by law. The bid was also advertised on the college’s web site. Bids were opened on Friday, January 27, 2023, at 11:00 AM, in Room L 187. Two (2) bids and two (2) “no bid” were received. The results of the bid are on the attached sheet. Because the specifications are unique to the requirements of the College, the pricing for this bid was not via State contract or consortium contracts.

The “Explore” mailer is a marketing publication distributed three (3) times per year in the fall, spring, and summer, to district residents and businesses to promote the college, its programs and services. While the college traditionally has solicited bids once annually for all three semesters, the lack of reliable supply and fluctuating costs in the current paper market has resulted in bidding semester-to-semester for this publication.

**RECOMMENDED ACTION:** Whereas Precise Printing Network, Inc., of Glendale Heights, Illinois, is the lowest responsible and responsive bidder, it is recommended that the Board of Trustees award this bid and authorize the issuance of a purchase order in the amount of **\$33,945.00 to Precise Printing Network, Inc.** for the printing of the Fall 2023 “Explore” Mailer Bid.

DATE: February 6, 2023

TO: Margaret Lehner  
Vice President for Institutional Advancement and Executive Assistant to the President

FROM: Jane M. Bentley  
Director of Purchasing

RE: **Summer 2023 Noncredit Mailer Printing Bid**

The bid was duly advertised in a local newspaper as prescribed by law. The bid was also advertised on the college's web site. Bids were opened on Friday, January 27, 2023, at 11:30 AM, in Room L 187. Three (3) bids and one (1) "no bid" were received. The results of the bid are on the attached sheet. Because the specifications are unique to the requirements of the College, the pricing for this bid was not via State contract or consortium contracts.

The noncredit mailer is a marketing publication distributed three (3) times per year in the fall, spring, and summer, to district residents and businesses to promote the college's noncredit classes, programs, services, and more. While the college traditionally has solicited bids once annually for all three semesters, the lack of reliable supply and fluctuating costs in the current paper market has resulted in bidding semester-to-semester for this publication.

**RECOMMENDED ACTION:** Whereas K.K. Stevens Publishing Company, of Astoria, Illinois, is the lowest responsible and responsive bidder, it is recommended that the Board of Trustees award this bid and authorize the issuance of a purchase order in the amount of **\$29,564.35 to K.K. Stevens Publishing Company** plus \$2,056.01 for the additional 8-page text signature, if needed, for printing of the Summer 2023 Noncredit Mailer Printing Bid.

**PALOS HILLS REQUEST FOR USE OF COLLEGE PROPERTY**  
**AND INTERGOVERNMENTAL AGREEMENT**

The Palos Hills Friendship Festival has been held at the college for many years. The City has requested use of the area known as the “triangle” (located at 107<sup>th</sup> Street and 86<sup>th</sup> Avenue), the area adjacent to 86<sup>th</sup> Avenue, for their festival (July 13-16, 2023) and fireworks display (July 16). The City will honor the Intergovernmental Agreement, will provide proof of insurance naming the college as an additional insured, and will maintain full security at the event. See attached letter and intergovernmental agreement.

Recommended Action:

It is recommended that the Board of Trustees authorize the City of Palos Hills to use college property as specified above for their annual Palos Hills Friendship Festival 2023 to be held July 13-16, 2023.



## COMMUNITY RESOURCE & RECREATION DEPARTMENT

8455 W. 103rd Street, Palos Hills, IL 60465 (708) 430-4500 Fax (708) 430-8376 [www.paloshillsweb.org](http://www.paloshillsweb.org)

January 13, 2023

Dr. Sylvia Jenkins, President  
Moraine Valley Community College  
9000 W. College Parkway  
Palos Hills, IL 60465

Dear President Jenkins,

On behalf of Mayor Bennett and the Palos Hills City Council we once again request permission to hold the Palos Hills Friendship Festival July 13–16 on the grounds of the Moraine Valley Community College at the “triangle” property. Our spectacular fireworks display will be held on Sunday, July 16, at the same location with your permission.

The Friendship Festival provides the community a way to connect family and friends over the summer for great food, entertainment and fun. We value the support we receive from Moraine Valley.

As in the past, we will honor an Intergovernmental Agreement for Palos Friendship Festival 2023 and will provide you within 90 days of the start of the fest the requested proof of insurance certificate naming the College as an additional insured. We will also maintain full security at this event.

If you have any questions or concerns regarding this letter please contact me at the Resource & Recreation Department at 708-430-4500 or the Mayor’s office at 708-598-3400. We would like to start planning the very best in entertainment for Friendship Festival 2022, so we anxiously await your reply.

Once again, thank you for past support.

All my best,

Kristin Violante  
Commissioner of Community Resources and Recreation

CC: Rick Hendricks

## INTERGOVERNMENTAL AGREEMENT (FRIENDSHIP FEST 2023)

This Agreement is dated \_\_\_\_\_ by and between the City of Palos Hills, Cook County, Illinois ("City") and Moraine Valley Community College ("College")

### RECITALS

- A. The City and College are both local public bodies.
- B. The College's campus is located within the City.
- C. The City desires to utilize the College grounds for the City's annual "Palos Hills Friendship Festival" on July 13-16, 2023 ("the Fest").
- D. The College is agreeable to allowing the City to utilize the College grounds for the Fest subject to the terms, conditions and limitations set forth herein below.

Now therefore, it is hereby agreed by and between the City and the College as follows:

### **Section 1: Authorization**

The College hereby authorizes the City to utilize the College grounds for the Fest on July 13-16, 2023. The \_\_\_\_\_ of the College grounds shall be without charge.

### **Section 2:**

- A. The location of the various tents and entertainment areas shall be subject to the approval of the College and shall be located so as not to interfere with College operations.
- B. The City shall at all times maintain adequate employees on site to maintain order, pick up litter and debris during the course of the Fest.
- C. The City will remove all property and debris from the grounds at the conclusion of the Fest and will restore any damage to parking lots and other areas.
- D. The location of the fireworks display shall be subject to the approval of the North Palos Fire Protection District with coordination between the Moraine Valley Chief of Police (or designee) and the Palos Hills Chief of Police (or designee).
- E. The City will utilize only trained bartenders in the beer tent and will work under the direction of the City's Chief of Police to insure that alcohol is being responsibly consumed and to prevent any underage drinking of alcohol.
- F. The City will defend and hold harmless the College, its officers, agents and employees from any and all claims for personal injury or property damage arising out of activities at the Fest, except in cases of the willful and wanton misconduct of the College. At least thirty (30) days prior to the Fest, the City shall furnish the College with proof of insurance in amounts and with insurers reasonably acceptable to the City and College. The policies of insurance shall name Moraine Valley Community College, its directors and officers, employees and agents as additional insured.

A certificate of insurance with a copy of the actual additional insured endorsement shall be provided prior to commencement of this agreement. The City shall require its fireworks operators, vendors, and carnival operators to provide the City with proof of insurance in amounts reasonably acceptable to the City and College. The policies of insurance shall name Moraine Valley Community College, its directors and officers, employees and agents as additional insured. A certificate of insurance with a copy of the actual additional insured endorsement shall be provided prior to commencement of this agreement.

**IN WITNESS WHEREOF**, the parties have caused this Agreement to be executed by their duly authorized representatives effective as of the day, month, and year first above written.

City of Palos Hills, Illinois

Moraine Valley Community College

By: \_\_\_\_\_

By: \_\_\_\_\_ 

Date: \_\_\_\_\_

Date: \_\_\_\_\_