

**COMMITTEE OF THE WHOLE MINUTES  
JANUARY 22, 2024**

The Board of Trustees of Community College District 509, Counties of Kane, Cook, DuPage, McHenry and DeKalb, State of Illinois, held a meeting of the Committee of the Whole on Monday, January 22, 2024, in Building E, Room E100.01.

**1. Call to Order by Presiding Officer**

Chair Redmer called the meeting to order at 3:01p.m., indicated that a quorum was present, and asked the recorder to call roll.

*Trustees present:* Dr. Redmer, Ms. Rakow, Mr. Nowak, Dr. Ollayos, Mr. Parks, Mr. Rodriguez and Student Trustee, Mr. Kolbusz.

*Trustees absent:* Ms. Arroyo

*ECC Staff present:* Dr. Sam, President; Dr. Heinrich, VP, Teaching, Learning and Student Development; Dr. Wagner, VP, Business & Finance; Dr. Garber, VP, Planning, Institutional Effectiveness and Technology; Mr. Vazquez, General Counsel; and Ms. Kerruish, Recorder; ECC staff and visitors.

**2. Pledge of Allegiance**

The Pledge of Allegiance was led by Trustee Parks.

**3. Introductions**

The Board of Trustees and all attendees introduced themselves.

**4. Approval of Meeting Minutes of the Committee of the Whole, December 11, 2023**

Chair Redmer requested approval of the minutes of December 11, 2023.

*Motion:* Trustee Nowak moved to approve the minutes as presented.

*Second:* Student Trustee Kolbusz seconded the motion.

*Roll-Call Vote:* Aye, 6; Redmer, Rakow, Nowak, Ollayos, Rodriguez and Parks; nay, 0; Trustee Kolbusz, aye: motion carried.

**5. Presentations**

**A. FY23 Audit Report – Sikich (Mr. Krouse and Mr. Cervini)**

The FY23 Audit Reports were presented. It was reported that the College's overall financial health is good, and we remain well-positioned. There were no unmodified opinions and no management comments for this audit. There were no findings on the single audit and no journal entry adjustments. ECC's Annual Financial Report goes above and beyond what is required and is the best way to be fully transparent regarding the financial picture.

**B. Speer Financial – Ms. McKenzie**

An overview of the services Speer Financial provides to the College was provided. A history of how the firm has assisted the College in the past and possible assistance in the future was reviewed. The College has had a AAA rating since 2009.

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Trustee Ollayos thanked Ms. McKenzie for her comprehensive and educational presentation. Dr. Sam added that we are strong and things are going really well. He inquired at what point does the debt impact our bond ratings. Ms. McKenzie added that it's not just our debt that is looked at; our financials, budget reports, our team and socioeconomics are all factored in. Trustee Nowak inquired as to how much debt we are still paying off. The amount is \$146 million. Included in this amount are the 2001 and 2009 referendum funds.

**C. College Transitions and Secondary Partnerships – Dr. Douglas, Dr. Wegman and Ms. Leisering**

An overview of the Transitional Math program was provided. The history of the program and the different paths students can take were explained. Trustee Ollayos expressed gratitude to the team for their hard work and for helping students. Trustee Nowak inquired about high school districts and student readiness. It was confirmed that there is not a significant difference among the high schools regarding readiness.

**6. Construction Update**

Dr. Wagner, VP, Business & Finance, provided an overview of the current construction projects on campus. The following items were highlighted:

- Building H Phase II Project – All faculty and staff are moved back into Building H. Punch list items include: finish painting, furniture misses, lock/hardware issues, bleachers in the Second Space and some plumbing leaks. All classes started last week. Special thanks to all employees who made this project happen: Business & Finance – O&M, Purchasing and the continued help of Mary Perkins and Juan Fernandez.
- Campus Doors and Security System Upgrade (CDB Project 810-030-027) – The vendor is down to replacement doors in M, O and G. The weather prevented some of the demo being done on time. They are more than 75% complete. Doors in G and M Buildings are being worked on starting today and continue through next week. The new S2 software has been installed and final wiring/integration are being done. Once all of the hardware is complete, the software will be enabled to provide emergency functions such as remote access, lock downs, etc.
- Fitness Center Remodel – Board actions related to the selection of the architect and construction manager are presented for the January 2024 Board meeting. A kickoff meeting will be scheduled soon.
- Manufacturing Center Building Project – DLA and Lamp are finalizing program meetings with the core College administrative team and faculty to refine the required spaces, program adjacencies, and total building square footage to align with the total project budget. We are scheduled to finish meetings this week with internal stakeholders. DLA will do one more round of programming during February. The purchase of 550 S. McLean Blvd was finalized December 14, 2023. WT Group is working with the College and the City of Elgin to prepare for the future demolition. We anticipate updated renderings for the new manufacturing building for Spring Board meetings.
- New Truck Driving Classroom Building Project – Board actions related to the architectural, construction manager, and survey are slated for action tomorrow. ECC is meeting with the City of Elgin. Parking lot H is currently being checked for asphalt stability.

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**7. Elgin Community College's Neurodiversity Statement – First Read**

Trustee Ollayos stated that Illinois is the first state to issue a statement and it was issued in conjunction with ICCTA. Trustee Nowak asked about the significance of the statement. Dr. Sam stated that broadly speaking, ECC is already helping these students. Chair Redmer stated that we are going on the record to say we will serve all students regardless of learning style.

**8. Review Board Actions on the January 23, 2024 Regular Board Meeting Agenda**

**A. Purchases**

1. 75<sup>th</sup> Anniversary Commemorative Book
2. Architectural Services – Fitness Center Renovation
3. Construction Management Fees – Fitness Center Renovation
4. Architectural Services – Truck Driving Building
5. Construction Management Fees – Truck Driving Building
6. Professional Survey Fees – Truck Driving
7. Building A – Respiratory Care Space Buildout
8. Floor Scrubber Units Purchase
9. Police Body Camera Equipment and Service Purchase
10. Ratification of Professional Survey Services
11. Ratification of Annual Trane HVAC System Management of Equipment (All Buildings)

Item 7 above will be removed from the consent agenda by Vice Chair Rakow as she is employed with the company doing the work. She will abstain from the vote on this item. Dr. Ollayos commented on Item 1, stating that this was a very big undertaking and that a lot of work has gone into this book.

**B. Other Agenda Items**

There were no questions brought forward regarding the January 23, 2024 agenda items.

**9. Audience Wishing to Address the Board**

There were no audience members wishing to address the Board.

*The Board recessed at 4:18 p.m. and reconvened at 4:24 p.m.*

**10. Old Business**

No old business was brought forward.

**11. New Business**

**A. Items of Professional Growth**

**1. ACCT National Legislative Summit**

Vice-Chair Rakow will have more information on this tomorrow during the Legislative report.

**2. ICCTA Meeting – March 8-9, 2024**

The meeting will be in Kankakee, Illinois. Details will be provided via email as well as requesting Trustees rsvp regarding attending the meeting.

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**3. Review Board Goals**

Chair Redmer reminded the Trustees to continue tracking their community engagement and professional development items. This will be reviewed at the March COW meeting.

**4. The 7 Habits of Highly Successful People**

Chair Redmer led a discussion on the above book. Trustees provided a brief overview of their assigned chapters. The exercise format was appreciated.

**5. Community Engagement Events**

The upcoming Community Engagement Events were reviewed. Trustee Ollayos will be sending information regarding the Variety Show skit to the Trustees.

**B. President's Remarks**

Dr. Sam mentioned that enrollment is up and will share his report at tomorrow's meeting.

**C. Chair's Remarks**

Chair Redmer did not have additional remarks.

**D. Announcements**

There were no announcements

**E. Issues for Next Month's Agenda**

Trustee Nowak inquired about the possibility of a right-turn lane at the corner of McLean Blvd and Spartan Dr when the Manufacturing Center is built. Dr. Sam explained that once the architects present their renderings, the project will go to the City of Elgin for consideration.

**12. Adjournment**

**Motion:** Trustee Rodriguez moved to adjourn the meeting.

**Second:** Student Trustee Kolbusz seconded the motion.

**Voice Vote:** Aye, 6; Redmer, Rakow, Nowak, Ollayos, Rodriguez, and Parks; Nay, 0; Student Trustee Kolbusz, aye. Motion carried.

The meeting was adjourned at 5:38 p.m.

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Shane Nowak, Board Secretary

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Diane Kerruish, Board Recorder