

FACILITIES AND FINANCE COMMITTEE
Seibert Conference Room
Belleville Campus
May 11, 2020
5:00 p.m.

Committee members present: Richard E. Roehrkasse, Chairman (remote)
Steve Campo
Robert G. Morton

Administrators present: Nick J. Mance
Linda Andres
Anna Moyer
Staci Oliver (via phone)
Missy Roche
Gina Segobiano, Ed.D.
Robert Tebbe

Attorney present: Garrett Hoerner (remote)

CALL TO ORDER

Chairman Roehrkasse called the meeting to order at 5:16 p.m.

APPROVAL OF MINUTES

Mr. Campo moved, seconded by Mr. Morton, to approve the minutes of the April 13, 2020 meeting as submitted. The motion carried.

FACILITIES

Public Safety Reports

Chairman Roehrkasse stated the committee will accept the Monthly Activity/Media Log for April 2020. Any questions should be directed to Chairman Roehrkasse or Chief Administrative Services Officer Bernie Ysursa.

FINANCE

Approval of Bills

Chairman Roehrkasse directed Approval of Bills be placed on the non-consent agenda for action by the Board of Trustees. Any questions concerning the bills should be directed to him or to CFO Missy Roche.

Purchases/Bid Awards

Executive Director IT Linda Andres presented a request to purchase two Network Attached Storage servers from Dell, Round Rock, TX at a total cost of \$19,937.12. The current servers were purchased in June 2011 and are using a light version of Windows Storage Server 2008 that is now end of support and no longer receives security updates.

Mr. Morton moved, seconded by Mr. Campo, to recommend the Board of Trustees approve the purchase of the two Network Attached Storage servers from Dell at a total cost of \$19,937.12 as presented. The motion carried. (This item will appear on the consent agenda.)

Executive Director Andres presented a request to renew software maintenance of KACE Systems Management with DLT Solutions, Herndon, VA in the amount of \$29,139.67 for the period July 1, 2020 through June 30, 2021. The software assists in the management of currently 3500 desktops and laptops across the district.

Mr. Morton moved, seconded by Mr. Campo, to recommend the Board of Trustees approve the request to renew software maintenance of KACE Systems Management as presented. The motion carried. (This item will appear on the consent agenda.)

CFO Missy Roche presented a request to ratify the lowest responsible bid for a Chevy Silverado Truck to Jack Schmidt Chevrolet, O'Fallon, IL in the amount of \$66,944.63. A new State of Illinois vehicle contract had not been finalized at the time of the purchase so that option was not available. This purchase will be funded by the Workforce Equity Initiative grant and will be used to transport the mobile machining lab.

Mr. Morton moved, seconded by Mr. Campo, to recommend the Board of Trustees ratify the lowest responsible bid/purchase of a Chevy Silverado Truck to Jack Schmidt Chevrolet, O'Fallon, IL in the amount of \$66,944.63 as presented. The motion carried. (This item will appear on the consent agenda.)

Board Secretary Beverly Fiss presented a request to ratify billboard advertising contract with In Focus Outdoor, Belleville, IL in the amount of \$9,880 for the period December 29, 2019 through December 28, 2020. The contract had not been submitted for approval until this point in time.

Mr. Campo moved, seconded by Mr. Morton, to recommend the Board of Trustees ratify billboard advertising contract with In Focus Outdoor, Belleville, IL in the amount of \$9,880 for the period December 29, 2019 through December 28, 2020. The motion carried. (This item will appear on the consent agenda.)

Executive Director Andres presented the annual software & hardware maintenance information to maintain normal IT operations for the college. Trustee Campo inquired if it was up or down from last year. Ms. Andres stated it was a big plus from last year. No action was required of the committee.

CFO Roche presented the FY 2020 audit engagement letter and examination services engagement letter with CliftonLarsonAllen, Belleville, IL. The cost of \$54,100 will include two major programs under Uniform Grant Guidance; each additional major program will be \$3,400; and fees for additional services will be billed at \$165 per hour. The examination services engagement letter relates to the examination of the schedule of enrollment data and other bases upon which claims are filed for Southwestern Illinois College for the year ended June 30, 2020. The enrollment data schedule captures the way we calculate hours, enrollment, and eligibility of in-district and out-of-district. The audit is required by ICCB.

Mr. Campo moved, seconded by Mr. Morton, to recommend the Board of Trustees approve the audit engagement letter and examination services engagement letter with CliftonLarsonAllen as presented. The motion carried. (This item will appear on the consent agenda.)

NEXT SCHEDULED MEETING

The next regular meeting of the Facilities and Finance Committee will be Monday, June 8, 2020 at 5:00 p.m. in the Seibert Conference Room.

ADJOURNMENT

Mr. Morton moved, seconded by Mr. Campo, to adjourn the meeting at 5:28 p.m. The motion carried.

Respectfully submitted,

Beverly J. Fiss
Secretary to the Board of Trustees