

FACILITIES AND FINANCE COMMITTEE
Seibert Conference Room
Belleville Campus
August 10, 2020
5:00 p.m.

Committee members present: Richard E. Roehrkasse, Chairman
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
Bernie Ysursa

Attorney present: Garrett Hoerner (remote)

CALL TO ORDER

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

APPROVAL OF MINUTES

Mr. Morton moved, seconded by Mr. Campo, to approve the minutes of the July 6, 2020 meeting as submitted. The motion carried.

FACILITIES

Public Safety Reports

Chief Administrative Services Officer Bernie Ysursa presented the Monthly Activity/Media Log for July 2020 and stated staff is gearing up for opening week.

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.

Bid Awards/Contracts/Purchases

Purchase

Executive Director IT Linda Andres presented a request to replace the KACE Systems Deployment Appliance that was acquired May 13, 2014. There have been problems with this equipment, which is used for storing and deploying very large images over the network, over the past year and the equipment warranty has expired. Budgeted departmental funds will be used to purchase the device.

Mr. Morton moved, seconded by Mr. Campo, to recommend the Board of Trustees replace the KACE Systems Deployment Appliance at a cost of \$14,032.35 from MBX Systems, Libertyville, IL. The motion carried. (This item will appear on the consent agenda.)

Purchase of Dell Computers

Executive Director Andres presented a request to purchase computers and equipment from Dell, Round Rock, TX in the amount of \$1,072,644.11. Monitors, student laptops, all-in-ones and towers will be purchased with CARES Act funding, grants, and budgeted departmental funds.

Mr. Morton moved, seconded by Mr. Campo, to recommend the Board of Trustees approve purchase of computers and equipment from Dell in the amount of \$1,072,644.11 as presented. The motion carried. (This item will appear on the consent agenda.)

Commvault Licenses

Ms. Andres presented a request to purchase four Commvault VSA licenses from CDW-G, Vernon Hills, IL in the amount of \$6,521.00 and to purchase an EMC storage server from Dell, Round Rock, TX in the amount of \$13,476.70. These purchases are required to back up the new virtual (VDI) environment for remote student users and to store the data. Budgeted department funds will be used for these purchases.

Mr. Morton moved, seconded by Mr. Campo, to recommend the Board of Trustees approve the purchase of four Commvault VSA licenses from CDW-G, Vernon Hills, IL in the amount of \$6,521.00 and the purchase of an EMC storage server from Dell, Round Rock, TX in the amount of \$13,476.70. The motion carried. (These items will appear on the consent agenda.)

Microsoft Campus Agreement Renewal

Executive Director Andres presented a request to approve Microsoft Campus Agreement from Dell, Round Rock, TX for approximately \$81,104.78. This is the first year the college is required to comply with the new licensing model based on number of users and no longer full-time equivalent user counts. In prior years the license agreement was purchased through CDW-G, however their quote this year was \$99,196.24 and did not include Power BI for five developers. Budgeted departmental funds will be used for this agreement renewal.

Mr. Morton moved, seconded by Mr. Campo, to recommend the Board of Trustees the Microsoft Campus Agreement from Dell, Round Rock, TX for approximately \$81,104.78. The motion carried. (This item will appear on the consent agenda.)

Disposal of Capital Asset

Chief Administrative Services Officer Bernie Ysursa presented a request to dispose of a Sharp office copier/printer, SWIC property tag number 00000343 in accordance with Board Policy 6008, Disposal of College Property. This copier/printer was purchased October 13, 2006 at a cost of \$8,998. It does not work, is fully depreciated and is obsolete.

Mr. Morton moved, seconded by Mr. Campo, to recommend the Board of Trustees dispose of the Sharp office copier/printer, SWIC property tag number 00000343, as presented. The motion carried. (This item will appear on the consent agenda.)

FY 2021 Insurance Program

Chief Financial Officer Missy Roche presented a request to approve the renewal of policies and premiums of the college's FY 2021 insurance program with Alliant/Mesirow Insurance Services, Chicago, IL. The insurance proposal is for property and casualty insurance for the period July 1, 2020 - June 30, 2021. Ms. Roche stated there was a slight increase due to review of coverages.

Trustee Campo if this business could be awarded to a local agent. Board Attorney Hoerner reported the college went through a bid process.

Mr. Morton moved, seconded by Mr. Campo, to recommend the Board of Trustees approve the renewal of policies and premiums with Alliant/Mesirow Insurance Services for the FY 2021 college insurance program. The motion carried. (This item will appear on the consent agenda.)

FY 2021 Tentative Budget

CFO Roche presented the FY 2021 Tentative Budget. The FY 2021 operating budget reflects a \$2.1M decrease in expenditures from the FY 2020 budget and an overall deficit of \$1.57M.

The FY 2021 Tentative Budget reflects an overall deficit of \$1.57M. The total operating revenue in the FY 2021 Tentative Budget is projected to decrease \$2.86M, primarily attributable to a decrease in tuition revenue estimates. (The tuition rate for Out of District and Out of State was decreased in the prior year. As a result the tuition amount decreased as well as the corresponding waiver expense associated with this tuition.) Total operating expenditures are expected to decrease approximately \$2.17M, primarily attributable to decreases in other expenditures such as finance charges, chargebacks, and scholarship/waiver expenditures.

The FY 2021 Tentative Budget must be on display for 30 days; adopted at the September meeting; and filed with ICCB by September 30, 2020.

Mr. Morton moved, seconded by Mr. Campo, to recommend the Board of Trustees approve Resolution Declaring the Dates of the Fiscal Year, Providing for a Public Hearing on the Tentative Budget, and Publication of Notice of Said Hearing, Scheduling a Public Inspection of the Tentative Budget, and Publication of Notice of Such Public Inspection. The motion carried. (This item will appear on the consent agenda.)

OTHER COMMITTEE RELATED BUSINESS

Working Cash Bonds

CFO Roche reported the college's current working cash bond becomes due December 2020, and the Finance Office is currently reviewing bond funding options. A new working cash bond will not increase our tax rate. She is looking at three and four-year options and will bring information to the committee next month.

NEXT SCHEDULED MEETING

The next regular meeting of the Facilities and Finance Committee will be Monday, September 14, 2020 at 5:00 p.m. in the Seibert Conference Room.

ADJOURNMENT

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

Respectfully submitted,

Beverly J. Fiss
Secretary to the Board of Trustees