

**FACILITIES AND FINANCE COMMITTEE**  
**Seibert Conference Room**  
**Belleville Campus**  
**October 12, 2020**  
**5:00 p.m.**

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

Trustee present: Sara Soehlke (remote)

Administrators present: Nick J. Mance  
Linda Andres  
Anna Moyer  
Missy Roche  
Gina Segobiano, Ed.D.  
Robert Tebbe  
Bernie Ysursa

Attorney present: Garrett Hoerner

**CALL TO ORDER**

Chairman Roehrkasse called the meeting to order at 5:55 p.m.

**APPROVAL OF MINUTES**

Mr. Morton moved, seconded by Mr. Campo, to approve the minutes of the September 14, 2020 meeting and the Executive Session minutes of September 14, 2020 as submitted. The motion carried.

**FACILITIES**

**Public Safety Reports**

Chief Administrative Services Officer Bernie Ysursa presented the Monthly Activity/Media Log for September 2020 and stated the mask wearing and social distancing have not been a major issue. Staff is looking forward to the next eight weeks; but it's all positive.

Trustee Campo asked if all the cameras are up and running, but there are a few that remain to be installed.

**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.

**Purchase**

Executive Director Andres presented a request to purchase Avaya Communications Solution in the amount of \$14,771.15, purchased from GEERS grant funds, and an additional ongoing monthly fee of \$180 utilizing institutional funds. The proposed solutions allow calls to be forwarded from either

an on-campus or remote call center to a SWIC employee on Microsoft Teams, either on campus or remote.

Mr. Morton moved, seconded by Mr. Campo, to recommend the Board of Trustees purchase Avaya Communications Solution in the amount of \$14,771.15, purchased from GEERS grant funds, and an additional ongoing monthly fee of \$180 utilizing institutional funds. The motion carried. (This item will appear on the consent agenda.)

### **Disposal of Capital Assets**

CFO Missy Roche presented a request to dispose of the following college property in accordance with Board Policy 6008 and Administrative Procedure 6008AP, Disposal of College Property:

- Two fluid power trainers, tag #00002208 and #00002209;
- One sand/prep station ICA duster, tag #00000506; and
- One milling machine Techmill 2000, tag #00000246.

The fluid power trainers located at SWGCC are obsolete and inoperable. The sand/prep station located at SWGCC is no longer needed due to program closure. The milling machine located at BC is inoperable.

Mr. Morton moved, seconded by Mr. Campo, to recommend the Board of Trustees dispose of the college property as presented in accordance with Board Policy 6008 and Administrative Procedure 6008AP, Disposal of College Property. The motion carried. (This item will appear on the consent agenda.)

### **2020 Tax Levy Preparation - FY 2022**

CFO Roche presented information concerning the 2020 tax levy preparation for FY 2022. She suggested the Board continue with the tax levy strategy that maintains eligibility for state equalization funding, maximizes operating rates, maintains the lowest overall tax rate, and considers operating needs along with fund balance and reserve strategies and recommended the scenario representing a 3.0% increase in EAV. Action will be required at the November meeting. Several resolutions will be presented for approval and will be filed with county clerks after approval.

### **Working Cash Bonds**

CFO Roche provided an update concerning the working cash bonds. Due to calendar restrictions, the Board will be asked to adopt a parameter sale resolution at the October 21, 2020 meeting providing for the issue of not to exceed \$17,500,000 General Obligation Bonds of the District for the purpose of increasing the working cash fund of the District and refunding certain outstanding bonds of the District, providing for the levy of a direct annual tax sufficient to pay the principal and interest on the bonds and authorizing the sale of the bonds to Stifel, Nicolaus & Company, Incorporated.

There was no action required of the committee.

### **NEXT SCHEDULED MEETING**

The next regular meeting of the Facilities and Finance Committee will be Monday, November 9, 2020 at 5:00 p.m. in the Seibert Conference Room.

**ADJOURNMENT**

Mr. Morton moved, seconded by Mr. Campo, to adjourn the meeting at 6:07 p.m. The motion carried.

Respectfully submitted,

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Beverly J. Fiss  
Secretary to the Board of Trustees