

**FACILITIES AND FINANCE COMMITTEE**  
**Seibert Conference Room**  
**Belleville Campus**  
**May 11, 2022**

Committee members present:	Richard Roehrkasse, Chair Steve Campo Charles Hannon
Trustees present:	Robert G. Morton Nick Raftopoulos
Administrators present:	Nick Mance Linda Andres Danielle Chambers Sue McClure Missy Roche Dr. Gina Segobiano Bob Tebbe Bernie Ysursa
Attorney present:	Garrett Hoerner
Guests present:	Chris Suda, Principal CliftonLarsonAllen LLP  Tim Richter, Director CliftonLarsonAllen LLP  Brian Paul, Architecture Principal Farnsworth Group

**PRESENTATION OF FISCAL YEAR 2021 AUDIT REPORT**

Chris Suda, Principal with CliftonLarsonAllen, presented the FY 2021 Audit Report and highlighted the following:

- Financial statement audit opinion is unmodified “cleanest opinion”.
- Compliance audit with ICCB uniform financial statements opinion is unmodified.
- Financial statement audit on adult education and family literacy grants is unmodified.
- Examination on schedule of enrollment data and other bases upon which claims are filed fairly presented.
- Federal awards opinion delayed due to late issuance of the U. S. Office of Management and Budget’s Compliance Supplement.

The District's audited financial statements were not issued and submitted to ICCB by the extended due date of March 31, 2022. The lateness will be reported on a recognition visit. Hopefully things will get back on track for the FY22 audit.

Mr. Suda concluded by stating he and CliftonLarsonAllen very much appreciate the long-term relationship with the college.

**PRESENTATION OF MASTER SITE PLAN ANALYSIS AND CENTRAL QUADRANGLE PLAN**

Brian Paul, Architecture Principal of the Farnsworth Group, presented the Master Site Plan Analysis and the Central Quadrangle Plan. The pertinent documents were provided to the trustees December 15, 2021 with an opportunity to ask questions; none were received.

**CALL TO ORDER**

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

**EXECUTIVE SESSION**

*Mr. Hannon moved, seconded by Mr. Campo, to move into Executive Session at 5:55 p.m. to discuss purchase/lease of property (5 ILCS 120/2(c)(5). Upon a roll call vote those trustees voting aye were Mr. Campo, Mr. Hannon and Mr. Roehrkas. Nays: none. Absent: none. PASSED*

*There was consensus to return to regular session at 6:21 p.m.*

**ACTION/S TAKEN AS A RESULT OF EXECUTIVE SESSION**

There was no action taken as a result of Executive Session.

**SUSPENSION OF MEETING**

The committee meeting was suspended at 6:22 p.m. to allow the Personnel, Programs and Services Committee and the Planning and Policy Committee to conduct their meetings. The meeting of the Facilities and Finance Committee will resume upon their completion.

**RESUMPTION OF MEETING**

The meeting was reconvened at 7:25 p.m.

**FY 2021 AUDIT REPORT**

Mr. Hannon moved, seconded by Mr. Campo, to accept the Fiscal Year 2021 Audit Report and to forward to ICCB. Upon a roll call vote, those trustees voting aye were Mr. Campo, Mr. Hannon, and Mr. Roehrkas. Nays: none. Absent: none. **PASSED.** (This item will appear on the consent agenda.)

**FACILITIES**

**Master Site Plan Analysis and Central Quadrangle Plan**

Mr. Hannon moved, seconded by Mr. Roehrkas, to approve the Master Site Plan Analysis and Central Quadrangle Plan for the Belleville Campus. Upon a roll call vote, those trustees voting

aye were Mr. Campo, Mr. Hannon, and Mr. Roehrkasse. Nays: none. Absent: none. **PASSED.** (This item will appear on the consent agenda.)

### **Public Safety Report**

Chief Administrative Services Officer Bernie Ysursa presented the Public Safety report for April 2022. No action was required of the committee.

### **FINANCE**

#### **Approval of Bills**

Chairman Roehrkasse requested Approval of Bills be placed on the non-consent agenda for action by the Board of Trustees. In the interim, any questions should be directed to him or to CFO Missy Roche.

#### **FY 2021 Audit Fees**

CFO Melissa Roche presented a request to approve the additional FY 2021 Audit Fees with CliftonLarsonAllen, Belleville, IL at a cost of \$15,000. The firm indicated additional hours (approximately 20% higher than in previous periods) due to additional HEERF support; expanded scope for the financial audit related to testing HEERF/lost revenue; delays from the ICCB certified credit hour claim issue; additional work related to split issuance of the report; and delay in the audit utilizing higher level staff working on completion of the FY 2021 audit.

Mr. Hannon moved, seconded by Mr. Campo, to approve the FY 2021 Audit Fees from CliftonLarsonAllen as presented. Upon a roll call vote, those trustees voting aye were Mr. Campo, Mr. Hannon, and Mr. Roehrkasse. Nays: none. Absent: none. **PASSED.** (This item will appear on the consent agenda.)

#### **FY 2022 Audit Engagement Letter and Examination Services Engagement Letter**

Per Board Policy 2011, Appointment of Audit Firm, the college is required to complete a Request for Proposal for audit services every five years. This year the college went through the process but did not receive an adequate response and is therefore recommending extending the contract with CliftonLarsonAllen for one year. The Request for Proposal process will be completed again next year.

CFO presented a request to approve the FY 2022 Audit Engagement Letter and Examination Services Engagement Letter with CliftonLarsonAllen, Belleville, IL at a cost of \$70,720 plus additional fees for major programs exceeding the two included in the cost.

Mr. Hannon moved, seconded by Mr. Campo, to approve the FY 2022 Audit Engagement Letter and Examination Services Engagement Letter with CliftonLarsonAllen as presented. Upon a roll call vote, those trustees voting aye were Mr. Campo, Mr. Hannon, and Mr. Roehrkasse. Nays: none. Absent: none. **PASSED.** (This item will appear on the consent agenda.)

#### **Bid Awards/Purchases/Contracts**

Chairman Roehrkasse entertained an omnibus vote for these items. Agenda topics were individually presented and any discussion occurred after each item, after which a roll call vote was taken.

CFO Melissa Roche presented a request to award the lowest responsible bid for three air handlers in the Main Complex at the Belleville Campus to Bel-O Sales and Service, Belleville, IL in the amount of \$1,142,580.00 utilizing PHS funds.

CFO Roche presented a request to award the lowest responsible bid for a Lincoln Electric Realweld Trainer One-Pack located at the Sam Wolf Granite City Campus to Stumpf Welding Supplies, Mascoutah, IL in the amount of \$63,830.38 utilizing Perkins funding.

CFO Roche presented a request to renew contract for the college's online learning platform with Blackboard, Inc., Reston, VA in the amount of \$93,565.68 for the period July 1, 2022 through June 30, 2023 utilizing budgeted departmental funds.

CFO Roche presented a request to renew contract for the college's research databases (eResources) with CARLI at the University of Illinois in the amount of \$26,019.32 for the period July 1, 2022 through June 30, 2023 utilizing budgeted departmental funds.

CFO Roche reported that at the Board meeting of May 18, 2022, the college's Energy Consultant B. J. Hilton of Midwest Energy Alliance (MEA) will recommend a supplier and contract pricing for a new electric contract to begin in June 2022 when the current contract expires. In the current market, electric pricing has increased dramatically so we are expecting a much higher rate. In order to offset a portion of this increase, we are considering an alternate strategy, also called index pricing. SWIC can contract with Homefield (or another supplier) for a master contract that locks all of the components but energy supply, and then fix either all or a portion of the energy supply piece at some point during the contract term when the market falls. (No action was required of the trustees as this item will appear on the non-consent agenda for action by the Board of Trustees.)

Executive Director IT Linda Andres presented a request to purchase the Avaya Software Advantage Upgrade with STLCOM.COM in the amount of \$83,640.30 utilizing budgeted departmental funds.

Executive Director Andres presented a request to purchase the build out of the booster implementation for the Main Complex, Belleville Campus, and the Sam Wolf Granite City Campus from Zagari Engineering, St. Louis, MO in the amount of \$152,800.00 utilizing CARES funding.

Executive Director Andres presented a request to purchase two R650 PowerEdge servers to serve as PeopleSoft database servers from Dell, Round Rock, TX in the amount of \$35,652.42 utilizing budgeted departmental funds.

Executive Director Andres presented a request to approve the licensing purchase of Workspace One to cover staff desktops and laptops from Dell, Round Rock, TX in the amount of \$239,828 for the period July 1, 2022 through June 30, 2023 utilizing budgeted departmental funds.

Mr. Hannon moved, seconded by Mr. Campo, to recommend the Board of Trustees approve all the bid awards, purchases, and contracts as presented. Upon a roll call vote, those trustees voting aye were Mr. Campo, Mr. Hannon, and Mr. Roehrkasse. Nays: none. Absent: none. **PASSED** (These items will appear on the consent agenda.)

**Annual Software & Hardware Maintenance Information**

Executive Director of IT Linda Andres presented a list of the college’s annual software and hardware maintenance needed to maintain the normal IT operations for the college. There was no action required of the trustees as this was an informational item.

**Disposal of a Capital Asset**

Executive Director of IT Andres presented a request to dispose of the following capital assets in accordance with Administrative Procedure 6008AP. The equipment has outlived its useful life; can no longer be maintained under maintenance agreements; and is no longer able to support any institutional need.

Smartboard E 70” Interactive Panel, SWIC property tag #00000714;  
Smartboard E 70” Interactive Panel, SWIC property tag #00000715; and  
Smartboard E 70” Interactive Panel, SWIC property tag #00000716.

Mr. Hannon moved, seconded by Mr. Campo, to recommend the Board of Trustees dispose of the above-presented college assets per Administrative Procedure 6008AP. Upon a roll call vote, those trustees voting aye were Mr. Campo, Mr. Hannon and Mr. Roehrkasse. Nays: none. Absent: none. **PASSED** (This item will appear on the consent agenda.)

**APPROVAL OF MINUTES**

Mr. Hannon moved, seconded by Mr. Campo, to approve the minutes from the April 13, 2022 meeting as submitted. Upon a voice vote the motion carried.

**ANY OTHER COMMITTEE RELATED BUSINESS**

The next meeting of the Facilities and Finance Committee is Wednesday, June 8, 2022 at 5:30 p.m. in the Seibert Conference Room at the Belleville Campus.

**ADJOURNMENT**

Mr. Hannon moved, seconded by Mr. Campo, to adjourn the meeting at 7:45 p.m. Upon a voice vote the motion carried.

Respectfully submitted,

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Beverly J. Fiss  
Board Secretary