

FACILITIES AND FINANCE COMMITTEE
Seibert Conference Room
Belleville Campus
July 12, 2023

Committee members present: Mark Morton, Chair
Steve Campo
Sean McPeak

Trustees present: Nick Raftopoulos
Dane Tippet
Tracy Vallett

Administrators present: Nick Mance
Linda Andres
Danielle Chambers
Sue McClure
Dr. Gina Segobiano
Robert Tebbe
Jacob Wheeler
Bernie Ysursa

Attorney present: Garrett Hoerner

CALL TO ORDER

Chairman Morton called the meeting to order at 5:31 p.m.

APPROVAL OF MINUTES

Mr. Campo moved, seconded by Mr. McPeak, to approve the minutes of the June 14, 2023 meeting as submitted. Upon a roll call vote those trustees voting aye were Mr. Campo, Mr. McPeak and Mr. Morton. Nays: none. The motion carried.

FACILITIES

Public Safety Report

Chief Administrative Services Officer Ysursa presented the Public Safety report for June 2023 and stated everything is going well. Any questions should be directed to him or to Director of Public Safety Rob Luttrell.

SWGCC Update

Sue McClure, Campus Executive Director SWGCC, provided a report concerning activities and accomplishments at the Sam Wolf Granite City Campus. She noted the upcoming 40th anniversary of the campus and reported the events scheduled for September 21-23, 2023 at the campus. Details will be provided when finalized.

Facilities Report

The Facilities Report consisting of the Project Status Report; a report on the Manufacturing Training Academy; and the PHS Project Summary was provided to the trustees. Everything is going well for a September/October completion of the MTA. Trustee Tippett requested a monthly report from Holland on the project.

FINANCE

Approval of Bills

Chairman Morton 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 Jacob Wheeler.

Consent Agenda

Chairman Morton entertained a motion to place Items B.1. through B.10. on the consent agenda for action by the Board of Trustees. Trustee McPeak requested to pull Item B.7., Direct Mail Advertising, from the consent agenda.

Mr. McPeak moved, seconded by Mr. Campo, to place Items B.1. through B.6. and Items B.8. through B.10. on the consent agenda for action by the Board of Trustees. Upon a roll call vote those trustees voting aye were Mr. Campo, Mr. McPeak and Mr. Morton. Nays: none. The motion carried.

Bid Awards/Purchases/Contracts/Ratification

Consideration to award the lowest responsible bid for six fluke calibration systems to Tiles in Style, South Holland, IL in the amount of \$48,444.44 utilizing approved funds from the Perkins Grant.

Consideration to award the lowest responsible bid for classroom and lecture hall projectors to Schillers AV, St. Louis, MO in the amount of \$44,264.00 utilizing approved departmental funds.

Consideration to award the lowest responsible bid for FY24 athletic team travel to Vandalia Bus Lines, Caseyville, IL amount of \$160,635.00 utilizing approved departmental funds.

Consideration to purchase Health Sciences furniture from KI Furniture, Green Bay, WI in the amount of \$43,504.54 utilizing approved funds from the PATH Grant. Trustee Campo noted it would be great to move Allied Health and Health Sciences programs to vacated areas to get all the disciplines together.

Consideration to purchase ten shaft alignment trainers from Baseplate Technologies, Geismar, LA in the amount of \$45,190.00 utilizing approved HEERF III funds.

Consideration to proceed with athletic field lettering at the Southwestern Illinois Justice & Workforce Development Campus with Midwest Synthetic Turf Professionals, Oak Grove, MO in the amount of \$90,700.00 utilizing ICCB FY23 state funds. Trustee Campo asked Mr. Yursa to get a professional opinion that the lettering will look good as that is a lot of letters on the field. Trustees Morton, McPeak and Tippett agreed. Trustee Tippett requested an artist's rendering and added that \$90K is a lot of money for lettering.

Consideration to contract with Data Unlimited Inc., Collinsville, IL for direct mail advertising for Fall 2023 enrollment and 2023 Strategic Planning feedback survey in the total amount of \$40,390.00

utilizing budgeted departmental funds. Trustee McPeak opined it is a waste of money, the cost to return ratio is not worth it, and suggested putting the information on Facebook to get feedback that way. Trustee Campo said that while the mailer approach might not be the best way, it is still going out to the smaller communities and possibly jogs parents to motivate their kids. Chairman Morton stated while this ROI may not be what we want, you have to consider the planning aspect. Trustee Tippet suggested following through with the plan but then reevaluate the plan next year.

Consolidation to approve contract with Naviant, Inc., Verona, WI for transition of Hyland OnBase Support from Hyland Software at no additional cost. CIO Andres stated Hyland support is expensive and the company is not performing as it promised. SWIC reached out to Naviant to discuss getting back on track and discovered they are a premier support partner of Hyland. Hyland verbally explained to Naviant they will accept the transition without a fight.

Consideration to approve contract with Farnsworth Group, Belleville, IL in the amount of \$90,000.00 for architectural and engineering design services for the ITC Expansion Project utilizing approved funds from the HAAS Grant. Trustee Tippet questioned how Farnsworth arrived at that number as it seems to be a high amount for a renovation project. He added the smaller the project the higher the fee; and the larger the project the lower the fee.

Consideration to ratify the purchase of ammunition from Ray O'Herron Company, Danville, IL in the amount of \$67,075.00 utilizing Police Academy grant funding and to approve procurement of ammunition for Police Academy for FY24 in an amount not to exceed \$125,000.00.

Mr. McPeak moved, seconded by Mr. Campo, to recommend the Board of Trustees approve Items B.1. through B.6. and Items B.8. through B.10. as presented. Upon a roll call vote, those trustees voting aye were Mr. Campo, Mr. McPeak and Mr. Morton. Nays: none. The motion carried. (These items will appear on the consent agenda.)

Mr. Campo moved, seconded by Mr. McPeak, to recommend the Board of Trustees approve Item B.7., Direct Mail Advertising, as presented. Upon a roll call vote, those trustees voting aye were Mr. Campo and Mr. Morton. Nays: Mr. McPeak. (This item will appear on the consent agenda.)

Agreement with Perandoe Special Education District

President Mance presented a request to approve the FY 2024 and FY 2025 agreement with Perandoe Special Education District for use of the Red Bud Campus. This two-year final agreement will allow Perandoe time to find another location; however, they can vacate with prior notice before the end of the contract term should they find something.

Mr. McPeak moved, seconded by Mr. Campo, to recommend the Board of Trustees approve the FY 2024 and FY 2025 agreement with Perandoe Special Education District for use of the Red Bud Campus. Upon a roll call vote, those trustees voting aye were Mr. Campo, Mr. McPeak and Mr. Morton. Nays: none. The motion carried. (This item will appear on the consent agenda.)

FY 2024 Insurance Program

CFO Wheeler presented the college’s FY 2024 Insurance Program for approval. The college will continue to utilize Alliant Insurance Services for the broker/agent services in the development of the comprehensive college insurance program.

Mr. Campo moved, seconded by Mr. McPeak, to recommend the Board of Trustees approve the renewal of policies and premiums for the college FY 2024 insurance program with Alliant Insurance Services, Chicago, IL. Upon a roll call vote, those trustees voting aye were Mr. Campo, Mr. McPeak and Mr. Morton. Nays: none. The motion carried. (This item will appear on the consent agenda.)

RFP for Compensation Study

President Mance presented a request for authorization for administration to prepare a Request for Proposal (RFP) for a compensation study of the administrative and non-bargaining unit positions, grades, and salaries. He stated it would take approximately four to six months to prepare the RFP, submit, and receive the information.

Mr. Campo moved, seconded by Mr. McPeak, to authorize administration to prepare a Request for Proposal for Compensation Study of the administrative and non-bargaining unit positions, grades, and salaries. Upon a roll call vote, those trustees voting aye were Mr. Campo, Mr. McPeak and Mr. Morton. Nays: none. The motion carried. (This item will appear on the consent agenda.)

FY 2024 RAMP

Trustee Campo requested Chief Administrative Services Officer Ysursa explain the RAMP. Mr. Ysursa stated it is basically a ‘wish list’ of projects a college would like the state to fund. If a college makes a change to the submitted list, then you go to the bottom of the list and begin the process again.

President Mance added this is basically for the state capital bill. The state will select the projects they want to fund but then they have to sell bonds for those projects. Not everyone is going to be funded.

Trustee Tippet questioned Manufacturing Training Academy, Phase II being on the list. Phase II will add approximately 14,000 square feet to the facility by adding four large classrooms, four large computer rooms, two offices and supporting areas. He suggested a student recreational center as it is a draw for students and could increase enrollment.

Mr. McPeak moved, seconded by Mr. Campo, to recommend the Board of Trustees approve the FY 2024 RAMP and submit to ICCB. Upon a roll call vote, those trustees voting aye were Mr. Campo, Mr. McPeak and Mr. Morton. Nays: none. The motion carried. (This item will appear on the consent agenda.)

FY 2024 Tentative Budget

CFO Wheeler reported the Tentative Budget has been on display for at least thirty days; and the notice of the public hearing, to be held August 16, 2023 at the Sam Wolf Granite City Campus, has been published in district newspapers.

Finance Report

A Finance Report comprised of a Treasurer’s Report and an Analyses of Income and Expenditures was provided to the trustees. Any questions should be directed to CFO Wheeler.

OTHER COMMITTEE RELATED BUSINESS

The next meeting of the Facilities and Finance Committee will be Wednesday, August 9, 2023 at 5:30 p.m. in the Seibert Conference Room.

ADJOURNMENT

Mr. McPeak moved, seconded by Mr. Campo, to adjourn the meeting at 6:21 p.m. Upon a voice vote the motion carried.

Respectfully submitted,

Beverly J. Fiss
Board Secretary