

**KASKASKIA COLLEGE BOARD OF TRUSTEES #501**  
**January 25, 2024, Meeting Minutes**  
**27210 College Road**  
**Centralia, IL 62801**

**ROLL CALL/ATTENDANCE**

Chair Bill Hawley convened a regular meeting of the Board of Trustees (Board) on Monday, January 25, 2024, at 5:30 p.m. in the Wedekemper Board Room on the Kaskaskia College (College) main campus.

Trustees present at the meeting in person were Jim Beasley, Craig Finke, Bill Hawley, Bryan Holthaus, Louis Kalert, Linda Stover, Laura Wedekemper, and Student Trustee Madison Johnson.

Chris Gorman, Legal Counsel from Robbins Schwartz attended the meeting in person.

College staff members attending in person were George Evans, Shawn Connelly, Cary Day, Joy Fitts, Judy Hemker, Kellie Henegar, George Kriss, Traci Masau, Julie Obermark, Shawn Richards, and Craig Roper.

Media attending in person was Steven Stilt from WJBD.

**PLEDGE OF ALLEGIANCE**

Chair Hawley led in the Pledge of Allegiance.

**RECOGNITION**

President Evans welcomed everyone and introduced new employees Jyron Oliver, Human Resources Generalist; Stephanie Burgher, Assistant Professor of Psychology; and Kendra Mueller, Assistant Professor of Health Information Technology. President Evans also introduced newly promoted employees Sarah Ratermann, Director of Financial Aid; Jody Roper, Financial Aid Advisor; and Whitley Wyciskalla, Academic Advisor.

**PUBLIC COMMENT**

No public comment.

**REVISION TO AGENDA**

Motion by Louis Kalert to revise the agenda by removing the references under Agenda Item IX.A. stating the reasons for conducting an executive session meeting and establishing no closed session will be held.

Roll call:

Jim Beasley	yes	Louis Kalert	yes
Craig Finke	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Bryan Holthaus	yes	Madison Johnson	yes

Motion was approved.

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**CONSENT AGENDA**

Items on the Consent Agenda included

December 18, 2023 Regular Meeting Minutes

Ratification and approval of disbursements and payrolls for December 2023 which includes travel reimbursements for board members and College employees if any requested reimbursement exceeds maximum allowable costs, Treasurer Report, Budget Report, Personnel Report, Foundation Report, and Kaskaskia College Sports Association Report. Administrative Reports include the Executive Services Report, Administrative Services Report, Information Technology Services Report, Instructional Services Report, and Student Services Report.

Motion by Jim Beasley to accept the Consent Agenda.

Roll call:

Jim Beasley	yes	Louis Kalert	yes
Craig Finke	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Bryan Holthaus	yes	Madison Johnson	yes

Motion was approved.

**OLD UNFINISHED BUSINESS**

None

**NEW BUSINESS**

**CLOSED SESSION**

No Closed Session was held.

**APPROVAL OF REVISIONS TO COURSE LAB FEES FOR 2024-2025**

Motion by Bryan Holthaus to approve the proposed changes to course/lab fees as presented for the 2024-2025 Academic Year.

Roll call:

Jim Beasley	yes	Louis Kalert	yes
Craig Finke	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Bryan Holthaus	yes	Madison Johnson	yes

Motion was approved.

**CHILDREN’S LEARNING CENTER SALARY INCREASE PROPOSAL**

Motion by Bryan Holthaus to approve the salary scale presented for the Children’s Learning Center, thus increasing the starting wage for the currently advertised Child Care Teacher positions; to approve the increase to the wages for Megan Warden and Trishia Kohlen to match the salary scale at \$16.00 each; and to approve the promotion for Stephanie Henson to Teacher/Assistant Director and increase in her wage to match the salary scale at \$19.00.

Roll call:

Jim Beasley	yes	Louis Kalert	yes
Craig Finke	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Bryan Holthaus	yes	Madison Johnson	yes

Motion was approved.

#### **RESOLUTION 24-01**

#### **RESOLUTION TO APPROVE THE PURCHASE OF A VIRTUAL REALITY STAND-UP DESKTOP FORKLIFT SIMULATOR (100% CENTRALIA CORRECTIONAL CENTER EDUCATION PROGRAM PERKINS FUNDING)**

Motion by Linda Stover to adopt Resolution 24-01 approving the purchase of a Virtual Reality (VR) Stand Up Desktop Forklift Simulator from FL-Simulators of Newport Beach, CA in the amount of \$44,995.00.

Roll call:

Jim Beasley	yes	Louis Kalert	yes
Craig Finke	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Bryan Holthaus	yes	Madison Johnson	yes

Motion was approved.

#### **RESOLUTION 24-02**

#### **RESOLUTION TO APPROVE THE PURCHASE OF A MECHANICAL DRIVES LEARNING SYSTEMS (100% ICCB TRADES GRANT FUNDING)**

Motion by Bryan Holthaus to adopt Resolution 24-02 approving the purchase of the Mechanical Drives Learning Systems from Moss Enterprises of Johnston, IA in the amount of \$32,420.00.

Roll call:

Jim Beasley	yes	Louis Kalert	yes
Craig Finke	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Bryan Holthaus	yes	Madison Johnson	yes

Motion was approved.

#### **RESOLUTION 24-03**

#### **RESOLUTION TO APPROVE THE PURCHASE OF INSTRUCTIONAL EQUIPMENT FOR THE MOBILE INDUSTRIAL TRAINING LAB (100% COMMUNITY PROJECT FUNDING/CONGRESSIONAL DIRECTED SPENDING GRANT FUNDING)**

Motion by Louis Kalert to adopt Resolution 24-03 approving the purchase of Instructional Equipment from Moss Enterprises of Johnston, IA in the amount of \$55,845.00.

Roll call:

Jim Beasley	yes	Louis Kalert	yes
Craig Finke	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Bryan Holthaus	yes	Madison Johnson	yes

Motion was approved.

#### **RESOLUTION 24-04**

#### **RESOLUTION TO APPROVE THE PURCHASE OF A PURITAN BENNETT MECHANICAL VENTILATOR (100% 3-YEAR CAPITAL PLAN FUNDING)**

Motion by Linda Stover to adopt Resolution 24-04 approving the purchase of a Puritan Bennett mechanical ventilator from Covidien Sales, LLC of Mansfield, MA in the amount of \$29,327.00.

Roll call:

Jim Beasley	yes	Louis Kalert	yes
Craig Finke	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Bryan Holthaus	yes	Madison Johnson	yes

Motion was approved.

#### **RESOLUTION 24-05**

#### **RESOLUTION APPOINTING INDIVIDUALS WITH TREASURY MANAGEMENT AND FINANCIAL AUTHORITY**

Motion by Bryan Holthaus to adopt Resolution 24-05 thereby establishing

1. The Controller, Sara Hanks, is appointed as Interim Treasurer for Kaskaskia College, Community College District #501 effective February 1, 2024, and this role serves concurrently with the Treasurer until such time as the Board of Trustees rescinds the Interim Treasurer appointment; and
2. This appointment authorizes the Treasurer and Interim Treasurer to perform and oversee all applicable treasury management, banking, and financial duties, including but not limited to open deposit accounts, sign checks, and withdraw or transfer funds, obtain account information, complete paperwork necessary for the College to borrow money, pledge assets, and enter into Safe Deposit Box agreements; and
3. Sara Hanks is directed to become bonded according to statutory requirement and file such bonds per statute, and costs associated with bonding will be the responsibility of the College; and
4. The current Treasurer is directed to notify the applicable banks and other financial institutions of the Interim Treasurer appointment; and
5. The Kaskaskia College Business Office shall keep an accurate record of all functions and transactions of the Treasurer's office, and furnish the Board of Trustees with such reports as may be required; and
6. President George Evans is directed to establish a compensation adjustment for the Interim Treasurer for the term of the appointment; and
7. In the absence of the Controller and in the event a financial matter must be addressed timely, the College President is authorized to open deposit accounts, sign

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checks, withdraw or transfer funds, obtain account information, or perform other treasury management functions.

8. That this resolution is in full force and effect from and after its adoption.

Roll call:

Jim Beasley	yes	Louis Kalert	yes
Craig Finke	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Bryan Holthaus	yes	Madison Johnson	yes

Motion was approved.

#### **APPROVAL OF RETIREMENT OF VICE PRESIDENT OF ADMINISTRATIVE SERVICES**

Motion by Bryan Holthaus to accept with regrets the retirement of Judy Hemker as the Vice President of Administrative Services effective April 30, 2024.

Roll call:

Jim Beasley	yes	Louis Kalert	yes
Craig Finke	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Bryan Holthaus	yes	Madison Johnson	yes

Motion was approved.

#### **APPROVAL OF RESIGNATION OF BUILDINGS & GROUNDS TECHNICIAN**

Motion by Louis Kalert to accept the resignation of Kevin Hodge, Jr. as the Lead Buildings and Grounds Technician effective December 18, 2023.

Roll call:

Jim Beasley	yes	Louis Kalert	yes
Craig Finke	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Bryan Holthaus	yes	Madison Johnson	yes

Motion was approved.

#### **APPROVAL OF REMOVAL OF TEMPORARY DESIGNATION – ACCOUNTS PAYABLE SPECIALIST**

Motion by Bryan Holthaus to approve the removal of the temporary designation of the position of the Temporary Accounts Payable Specialist for Jennifer Brink to Accounts Payable Specialist and make available any applicable benefits to her with the removal of the “Temporary” designation.

Roll call:

Jim Beasley	yes	Louis Kalert	yes
Craig Finke	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Bryan Holthaus	yes	Madison Johnson	yes

Motion was approved.

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**APPROVAL OF EMPLOYMENT STUDENT OUTREACH COORDINATOR (REPLACEMENT POSITION)**

Motion by Bryan Holthaus to hire Carrie Hancock as Student Outreach Coordinator at a salary of \$48,000 a year with an anticipated start date of February 1, 2024, pending Board approval.

Roll call:

Jim Beasley	yes	Louis Kalert	yes
Craig Finke	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Bryan Holthaus	yes	Madison Johnson	yes

Motion was approved.

**APPROVAL OF EMPLOYMENT ADMISSIONS COUNSELOR (REPLACEMENT POSITION)**

Motion by Linda Stover to hire Jessica Niepoetter as a full-time Admissions Counselor at an hourly rate of \$14.26 with an anticipated start date of February 1, 2024, pending Board approval.

Roll call:

Jim Beasley	yes	Louis Kalert	yes
Craig Finke	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Bryan Holthaus	yes	Madison Johnson	yes

Motion was approved.

**APPROVAL OF EMPLOYMENT TRENTON EDUCATION CENTER COORDINATOR**

Motion by Bryan Holthaus to hire Jenna Astroth as the Trenton Education Center Coordinator effective February 5, 2024, at a rate of \$16.00 per hour.

Roll call:

Jim Beasley	yes	Louis Kalert	yes
Craig Finke	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Bryan Holthaus	yes	Madison Johnson	yes

Motion was approved.

**FIRST READING – REVISION TO STANDARDS FOR ACADEMIC ACHIEVEMENT POLICY 5.4301**

The first reading of the revision to Standards for Academic Achievement Policy 5.4301 was presented. The final reading and approval will be at the February 2024 meeting.

**FIRST READING – REVISION TO COLLEGE PRESIDENT BYLAW 1.4000**

The first reading of the revision to College President’s Bylaw 1.4000 was presented. The final reading and approval will be at the February 2024 meeting.

**SECOND READING – BOARD BYLAWS AND POLICIES AND PROCEDURES  
BYLAW 1.0000**

Motion by Jim Beasley to approve the second and final reading of Board Bylaws and Policies and Procedures Bylaw 1.0000.

Roll call:

Jim Beasley	yes	Louis Kalert	yes
Craig Finke	yes	Linda Stover	yes
Bill Hawley	yes	Laura Wedekemper	yes
Bryan Holthaus	yes	Madison Johnson	yes

Motion was approved.

**FUTURE AGENDA ITEMS**

- A. Resolution Establishing Tuition and Fee Rates for Academic Year 2024-2025 (FY 2025)

**STUDENT TRUSTEE REPORT**

Student Trustee Madison Johnson orally presented a written report to the Board which summarized the following:

- Spring semester started January 8, 2024.
- The Kaskaskia College Theatre Program held a 4-H Workshop on January 20, 2024. Students attending the event participated in communication building skills and theatre activities.
- The Welcome Back Breakfast was held on January 24, 2024. A free breakfast was prepared by the culinary students for all students and staff.
- The College hosted the inaugural graduation ceremony for the Mechatronics cohorts from the Greenville Federal Corrections Institute on January 25, 2024.
- The Education Centers continue to offer various community education classes.
- Kaskaskia College had two students that competed in the Miss Illinois pageant. Miss Clinton County Audrey Moran was second runner up in the pageant and Miss Washington County Cayla Krueger was a top-16 finalist.

**PRESIDENT’S COMMENTS**

- The graduation ceremony held on main campus for the graduates of the Mechatronics cohort program at Greenville Federal Corrections Institute was very moving. The graduates gave testimonies on how their participation in the program has changed their lives. More opportunities for students in this and like programs will become available with forthcoming changes in PEL.
- President Evans provided an update on the status of the art gallery project at the Vandalia Education Center. The project was initially delayed due to steel fabrication issues with material for the front exterior entrance. A new issue has been identified related to the original access panel to the HVAC area which is being addressed. Once these issues are addressed, a formal ribbon cutting ceremony will be scheduled. A private donor funded the project.
- President Evans advised the legislative session has begun. Community colleges are lobbying for a larger portion of the funding allocated to higher education. Due to the

immigration crisis, there is an expectation the budget will be tightened. The Illinois Council of Community College Presidents has an action plan to address ongoing issues for community colleges and funding requests. President Evans will be participating on weekly legislative meetings beginning this week.

- President Evans, Trustee Craig Finke, Trustee Linda Stover, and Student Trustee Madison Johnson will be attending the Association of Community College Trustees National Legislative Summit in Washington D.C. the first week in February. College Foundation Lobbyist Zach Koutsky has arranged meetings with administrators at the Department of Commerce and the Department of Agriculture to talk about potential grant opportunities on the federal level. Meetings have also been scheduled with the elected legislators representing the College district.
- The College is in the final stages of getting the bid documents together from the Capital Development Board (CDB) in relation to the \$6.2 million reallocated to capital funds. The reallocated funds will take care of any additional needs the College has outside of the current renovations. There are four deferred maintenance projects related to roofs, HVAC, elevators, and the East parking lot. The Finance Team is in the process of preparing the College's match for those projects which will be due in mid-May. Once all estimates and bid documents have been received from CDB, detailed information will be shared with the Board.
- President Evans recognized Judy Hemker upon the announcement of her retirement and commented on the multiple varied reasons Judy has been a phenomenal asset to Kaskaskia College. Sara Hanks will join the Senior Leadership Team upon Judy's retirement during the interim until such time as Judy's replacement is brought on board.

## **ADJOURNMENT**

Motion by Mr. Beasley to adjourn. All members voted yes by voice vote. The meeting adjourned at 6:11 p.m.

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Chair, Board of Trustees  
Kaskaskia College

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Secretary, Board of Trustees  
Kaskaskia College



**RESOLUTION 24-01**

**RESOLUTION TO APPROVE THE PURCHASE OF A  
VIRTUAL REALITY STAND UP DESKTOP FORKLIFT SIMULATOR  
(100% CENTRALIA CORRECTIONAL CENTER EDUCATION PROGRAM  
PERKINS FUNDING)**

**WHEREAS**, the College’s Centralia Correctional Center (CCC) Education Program was awarded a Perkins grant which provides funding for the purchase of a Virtual Reality (VR) Stand Up Desktop Forklift Simulator to be used for instructional purposes in the Warehousing Program; and

**WHEREAS**, the VR Stand Up Desktop Forklift Simulator will provide students with a safe way to begin training while the Virtual Reality software makes the training experience seem real; and

**WHEREAS**, the College has previously purchased a similar VR forklift simulator from FL-Simulators of Newport Beach, CA; and

**WHEREAS**, the company was asked to submit a price proposal for the VR Stand Up Desktop Forklift Simulator, and the following table provides a summary of the price proposal submitted:

<b>Model #</b>	<b>Description</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Extended Price</b>
FLS-SUM-001	VR Stand Up Desktop Forklift Simulator	1	\$29,995.00	\$29,995.00
FLS-SUM-SMS	Lifetime Annual License & Support	1	\$15,000.00	\$15,000.00
			<b>Total Price:</b>	<b>\$44,995.00</b>

And,

**WHEREAS**, FL-Simulators has provided a sole source letter indicating they are the exclusive manufacturer, seller, and distributor of their VR Stand Up Desktop Forklift Simulator; and

**WHEREAS**, pursuant to the Illinois Public Community College Act (110 ILCS 805/3-27.1), this purchase is exempt from the bidding requirement.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF KASKASKIA COLLEGE, COMMUNITY COLLEGE DISTRICT #501, that the Board approves the purchase of a Virtual Reality (VR) Stand Up Desktop Forklift Simulator from FL-Simulators of Newport Beach, CA in the amount of \$44,995.00.**

Dated this 25<sup>th</sup> day of January 2024

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Chair, Board of Trustees  
Kaskaskia College

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Secretary, Board of Trustees  
Kaskaskia College

## RESOLUTION 24-02

### RESOLUTION TO APPROVE THE PURCHASE OF A MECHANICAL DRIVES LEARNING SYSTEMS (100% ICCB TRADES GRANT FUNDING)

**WHEREAS**, the College was awarded an Illinois Community College Board (ICCB) Trades Grant which provides funds to equip the mobile industrial training lab with instructional equipment; and

**WHEREAS**, the grant provides funds to purchase the following manufacturing trades instructional equipment that will be installed in the mobile industrial training lab:

- Mechanical Drives 1 Learning System – This system will provide students with training for mechanical drive installation, operation, motor drive alignment, and applications of various motor drive systems. Students will use the mechanical drives training system and the interactive online mechanical drives curriculum to gain theoretical knowledge and hands-on skills for shaft, belt, gear, and chain drives using real-world motor drive components.
- Mechanical Drives 2 Learning System & Viscosimeter – This system covers the construction, operation, installation, and alignment of heavy-duty V-belt drives, synchronous belt drives, and heavy-duty chain drives. This system also delves into topics associated with the maintenance and proper operation of these drives, such as belt and chain selection, lubrication, couplings, and drive troubleshooting. The viscosimeter is a required component of this system.

And,

**WHEREAS**, the equipment listed above is manufactured by Amatrol, Inc. of Jeffersonville, IN; and

**WHEREAS**, Amatrol is a leader in skills-based, interactive technical learning, and they provide career and technical education training solutions for secondary and post-secondary education as well as industrial employers; and

**WHEREAS**, their training solutions are unique to other competitors due to their dedicated staff of industry and educational experts, instructional designers, programmers, and graphic artists who have developed equipment and computer-based learning solutions that align to industry needs; and

**WHEREAS**, per a sole source letter provided by Amatrol, Inc., Moss Enterprises of Johnston, IA is the authorized sole source representative in Illinois for Amatrol education and industrial training programs and equipment; and

**WHEREAS**, Moss Enterprises has provided a price proposal for the instructional equipment to be purchased, and the following table provides a summary of the price proposal:

<b>Model #</b>	<b>Description</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Extended Price</b>
970-ME1	Mechanical Drives 1 Learning System	1	\$20,985.00	\$20,985.00
97-ME2	Mechanical Drives 2 Learning System	1	\$10,345.00	\$10,345.00
18588	Viscosimeter	1	\$1,090.00	\$1,090.00
			<b>Total Price:</b>	<b>\$32,420.00</b>

And,

**WHEREAS**, in addition to the sole source letter provided by Amatrol, Inc., pursuant to the Illinois Public Community College Act (110 ILCS 805/3-27.1), this purchase is exempt from the bidding requirement.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF KASKASKIA COLLEGE, COMMUNITY COLLEGE DISTRICT #501, that the Board approves the purchase of the Mechanical Drives Learning Systems from Moss Enterprises of Johnston, IA in the amount of \$32,420.00.**

Dated this 25<sup>th</sup> day of January 2024

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Chair, Board of Trustees  
Kaskaskia College

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Secretary, Board of Trustees  
Kaskaskia College

## RESOLUTION 24-03

### RESOLUTION TO APPROVE THE PURCHASE OF INSTRUCTIONAL EQUIPMENT FOR THE MOBILE INDUSTRIAL TRAINING LAB (100% COMMUNITY PROJECT FUNDING/CONGRESSIONAL DIRECTED SPENDING GRANT FUNDING)

**WHEREAS**, with the support of the Honorable Senator Tammy Duckworth, the College was awarded a Community Project Funding/Congressional Directed Spending (CDS) Grant which provides funds to equip the mobile industrial training lab with instructional equipment; and

**WHEREAS**, the CDS Grant provides funds to purchase the following manufacturing trades instructional equipment that will be installed in the mobile industrial training lab:

- Lock-out/tag-out training system – This system is a desktop process environment replicating an industrial process system for instruction and practice of the lock-out/tag-out process which is a necessary part of placing systems and industrial equipment in a safe working condition.
- AC/DC electrical learning system – This equipment will be used to train students how electricity is used for power and control in industrial, commercial, agricultural, and residential applications. This training system covers industry-relevant technical skills including how to operate, install, design, and troubleshoot basic AC and DC electrical circuits for various applications.
- Electric motor control learning system, fault troubleshooting system, and prony brake – These systems teach electric relay control of AC electrical motors found in industrial, commercial, and residential applications. Students will study industry-relevant skills including how to operate, install, design, and troubleshoot AC electric motor control circuits for various applications.

And,

**WHEREAS**, the equipment listed above is manufactured by Amatrol, Inc. of Jeffersonville, IN; and

**WHEREAS**, Amatrol is a leader in skills-based, interactive technical learning, and provides career and technical education training solutions for secondary and post-secondary education as well as industrial employers; and

**WHEREAS**, their training solutions are unique to other competitors due to their dedicated staff of industry and educational experts, instructional designers, programmers, and graphic artists who have developed equipment and computer-based learning solutions that align to industry needs; and

**WHEREAS**, per a sole source letter provided by Amatrol, Inc., Moss Enterprises of Johnston, IA is the authorized sole source representative in Illinois for Amatrol education and industrial training programs; and

**WHEREAS**, Moss Enterprises has provided the accompanying price proposals for the instructional equipment to be purchased, and the following table provides a summary of the price proposals:

<b>Model #</b>	<b>Description</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Extended Price</b>
T7017A	AC/DC Electrical Learning System	2	\$9,280.00	\$18,560.00
85-MT5	Electric Motor Control Learning System	1	\$19,135.00	\$19,135.00
EL-613-43	Prony Brake	1	\$1,050.00	\$1,050.00
890-FTS1	Fault Troubleshooting System	1	\$6,150.00	\$6,150.00
811-000	Lock-out/Tag-out Training System	1	\$10,950.00	\$10,950.00
			<b>Total Price:</b>	<b>\$55,845.00</b>

And,

**WHEREAS**, in addition to the sole source letter provided by Amatrol, Inc., pursuant to the Illinois Public Community College Act (110 ILCS 805/3-27.1), this purchase is exempt from the bidding requirement.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF KASKASKIA COLLEGE, COMMUNITY COLLEGE DISTRICT #501, that the Board approves the purchase of Instructional Equipment from Moss Enterprises of Johnston, IA in the amount of \$55,845.00.**

Dated this 25<sup>th</sup> day of January 2024

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Chair, Board of Trustees  
Kaskaskia College

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Secretary, Board of Trustees  
Kaskaskia College

## RESOLUTION 24-04

### RESOLUTION TO APPROVE THE PURCHASE OF A PURITAN BENNETT MECHANICAL VENTILATOR (100% 3-YEAR CAPITAL PLAN FUNDING)

**WHEREAS**, the college's 3-Year Capital Plan (3YCP) includes funding for the purchase of a mechanical ventilator to be used for instructional purposes in the Respiratory Therapy Program; and

**WHEREAS**, the current mechanical ventilator used for instructional purposes is becoming obsolete and not used in many of the clinical sites where students complete their clinical training; and

**WHEREAS**, purchasing a new mechanical ventilator will ensure students are learning on the most current technology and they will be familiar with the technology upon entering the workforce; and

**WHEREAS**, the new mechanical ventilator will be used by students to learn how to place a patient on a mechanical ventilator and utilizing the software technology modules within the mechanical ventilator to adjust the settings for each specific patient; and

**WHEREAS**, the Respiratory Therapy Program requested a price proposal from Covidien Sales, LLC for a Puritan Bennett mechanical ventilator, the ventilator preferred by the Respiratory Therapy Program; and

**WHEREAS**, the following table details the price proposal provided by Covidien Sales, LLC:

Item #	Item Description	Quantity	Unit Price	Extended Price
980S3ENDIUUS	PB980 Pediatric to Adult Compressor Base	1	\$35,500.00	\$35,500.00
980INSTALL	980 Ventilator Installation and Assembly (\$1,000 value)	1	\$0.00	\$0.00
ZBPD	Pricing Discount for Ventilators	1	(\$8,500.00)	(\$8,500.00)
10086042/QS980BAT1	Rechargeable Lithium Ion Battery (List price of \$800)	2	\$0.00	\$0.00
10086042	980 Rechargeable Lithium Ion Battery	2	\$816.00	\$1,632.00
10086049	980 Humidifier Bracket	1	\$309.00	\$309.00
10043551	PAED/ADT Filter Dispenser	1	\$175.00	\$175.00
Estimated Shipping & Handling:				\$211.00
<b>Total Purchase Price:</b>				<b>\$29,327.00</b>

And,

**WHEREAS**, pursuant to the Illinois Public Community College Act (110 ILCS 805/3-27.1), this purchase is exempt from the bidding requirement.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF KASKASKIA COLLEGE, COMMUNITY COLLEGE DISTRICT #501, that the Board approves the purchase of a Puritan Bennett mechanical ventilator from Covidien Sales, LLC of Mansfield, MA in the amount of \$29,327.00.**

Dated this 25<sup>th</sup> day of January 2024

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Chair, Board of Trustees  
Kaskaskia College

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Secretary, Board of Trustees  
Kaskaskia College



## **RESOLUTION 24-05**

### **RESOLUTION APPOINTING INDIVIDUALS WITH TREASURY MANAGEMENT AND FINANCIAL AUTHORITY**

**WHEREAS**, pursuant to 110 ILCS 805/3-18 of the Illinois Public Community College Act, the community college board shall appoint a treasurer to serve at the pleasure of the board, and may not be a member of the board; the board shall fix the compensation of the treasurer; and

**WHEREAS**, pursuant to the duties and authority of the Board of Trustees bylaw of Kaskaskia College, Community College District #501 ("College"), a treasurer shall be appointed annually, and the duties of the treasurer shall include a) perform all applicable statutory duties, and b) sign checks as required; and

**WHEREAS**, the College must place accountable control on the treasury management and banking functions including the establishment, maintenance, and transfer of funds; and

**WHEREAS**, pursuant to 110 ILCS 805/3-19 and the College's duties and authority of the Board of Trustees bylaw, prior to beginning treasurer duties, the treasurer shall execute a bond in the manner required by law; and

**WHEREAS**, the bond must be approved by the Board of Trustees of the College, filed with the Illinois Community College Board, and filed with the county clerk of each county in which any part of Kaskaskia Community College is situated; and

**WHEREAS**, per the College's duties and authority of the Board of Trustees bylaw, on behalf of the Treasurer an appropriate administrative office shall keep an accurate record of all functions and transactions of the Treasurer's office, and furnish the Board of Trustees with such reports as may be required; and

**WHEREAS**, the current Treasurer, Judy Hemker, is the Vice President of Administrative Services and is retiring effective April 30, 2024, necessitating the appointment of another individual to the Treasurer position; and

**WHEREAS**, arrangements for addressing the position of Vice President of Administrative Services are in process, and it is necessary to ensure continuity of the College's treasury management and financial functions and responsibilities, and

**WHEREAS**, transitioning the outgoing and incoming Treasurer position will take time, so overlap of the Treasurer and Interim Treasurer is important for a successful transition; and

**WHEREAS**, Sara Hanks is the College's Controller and possesses the skills, knowledge, and integrity to serve in an interim treasurer role until the Vice President of Administrative Services is selected, and the Treasurer can be appointed.

**NOW, THEREFORE BE IT RESOLVED** by the Board of Trustees of Kaskaskia College, Community College District #501:

1. The Controller, Sara Hanks, is appointed as Interim Treasurer for Kaskaskia College, Community College District #501 effective February 1, 2024, and this role serves concurrently with the Treasurer until such time as the Board of Trustees rescinds the Interim Treasurer appointment; and
2. This appointment authorizes the Treasurer and Interim Treasurer to perform and oversee all applicable treasury management, banking, and financial duties, including but not limited to open deposit accounts, sign checks, and withdraw or transfer funds, obtain account information, complete paperwork necessary for the College to borrow money, pledge assets, and enter into Safe Deposit Box agreements; and
3. Sara Hanks is directed to become bonded according to statutory requirement and file such bonds per statute, and costs associated with bonding will be the responsibility of the College; and
4. The current Treasurer is directed to notify the applicable banks and other financial institutions of the Interim Treasurer appointment; and
5. The Kaskaskia College Business Office shall keep an accurate record of all functions and transactions of the Treasurer's office, and furnish the Board of Trustees with such reports as may be required; and
6. President George Evans is directed to establish a compensation adjustment for the Interim Treasurer for the term of the appointment; and
7. In the absence of the Controller and in the event a financial matter must be addressed timely, the College President is authorized to open deposit accounts, sign checks, withdraw or transfer funds, obtain account information, or perform other treasury management functions.
8. That this resolution is in full force and effect from and after its adoption.

Dated this 25<sup>th</sup> day of January 2024.

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Chair, Board of Trustees  
Kaskaskia College

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Secretary, Board of Trustees  
Kaskaskia College