

**WILCO AREA CAREER CENTER
MINUTES
of the
Regular Meeting of the Wilco Board of Control
April 19, 2016**

CALL TO ORDER

The Wilco Board of Control met for a regular meeting on Tuesday, April 19, 2016, at Wilco Area Career Center. Gary Gray acted as President Pro-tem to start the meeting. The meeting was called to order at 6:09 p.m. Mr. Gray requested the roll to be called. President Rod Westfall arrived at 6:17 pm and began presiding over the meeting.

ROLL CALL

ROE	Dr. Shawn Walsh	present	209U	Dr. Matt Swick	present
				Ms. Peggy Kunz	present
255U	Dr. Christine Nelson	present			
	Mr. Jesse Morris	present	202	Mr. Glenn Wood	present
				Mr. Rod Westfall	present – arrived 6:17
365U	Dr. James Mitchem	absent			
	Mr. Daniel Falese	absent	210	Dr. Mary Ticknor	present
				Mr. Gary Gray	present

PLEDGE OF ALLEGIANCE

PRESENTATION

FQC representative John Eallonardo reported the bid process started April 4th and the bids came under predicted budget totals. The excess funds will be put toward air conditioning in the new classrooms. He also reported that sprinklers are not required in the new storage building.

Jody from Healy Bender reported the storage facility information had to be submitted to the Village of Romeoville and they had to work with the Civil Engineer. The village initially requested fees for the work, but Healy asked for the fees to be waived as this is a school and it was agreed.

CLOSED SESSION

It was moved at 6:29 p.m. by ROE and seconded by 210 to move into closed session for the purpose of: 1. Appointment, employment, etc. of specific employees. 5 ILCS 120/2(c)(1).
Roll call vote: 5 Ayes, 0 Nays, 0 Abstain. Motion carried

It was moved by 255 and seconded by ROE to return to regular session at 7:05 p.m.
Roll call vote: 5 Ayes, 0 Nays, 0 Abstain. Motion carried

CONSENT AGENDA ACTION ITEMS

AR#0416-2547 –

It was moved by 210 and seconded by 255 to approve the consent agenda including; CA1: Minutes from the previous meetings from March 15, 2016, CA2: Expenditures presented for payment for April 2016, CA3: Donation of a 1994 Chevrolet Prizm from Richard Wysocke and Mary Lewandowski of Romeoville, CA4: approval to release C. R. Leonard Plumbing from their bid package as they failed to

include site work, C5: Award of trade contracts – Frederick Quinn, the Director and President reviewed contracts and FQC made recommendations in order to proceed with the contractor contracts. Formal approval for award of the contracts done in this consent agenda, CA6: Approval to award construction work when not part of the bid process. Award of work will comply with State law, CA7: Personnel – Hiring of Nick Moran for summer maintenance work on an as-needed basis at \$15/hr., CA8: Donation of \$1,000 toward Technology from West Will County Chapter of Thrivent Financial for Lutherans.

Roll call vote: 5 Ayes, 0 Nays, 0 Abstain. Motion carried

RESOLUTIONS

It was moved by 209 and seconded by 202 to approve the following Resolution:

R#0416-1089 – Membership in IEC Consortium for Natural Gas

Roll call vote: 5 Ayes, 0 Nays, 0 Abstain. Motion carried

It was moved by 255 and seconded by 210 to approve the following Resolution:

R#0416-1090 – Membership in IEC Consortium for Electricity

Roll call vote: 5 Ayes, 0 Nays, 0 Abstain. Motion carried

ASSISTANT DIRECTOR'S REPORT for April 19, 2016 Regular Meeting

Elizabeth Kaufman, Assistant Director

1. Heavy Equipment Program – Elizabeth reported to the board we have 13 students signed up for the class in the fall. There will a parent meeting on May 10th.
2. School to Apprenticeship – Elizabeth told the board there is one student working in the TREES Program, Jeff Cortese, from Wilmington (Welding).
3. Student Services Meeting – Elizabeth shared with the board information from a meeting with Student Services and information she gathered from them regarding class sections, marketing strategies, and feedback. Elizabeth also shared with the board Auto Service and Vet Assisting is closed (full) for next fall. Welding and Intro to Health are on hold due to large enrollments.
4. AVC Assessment – Elizabeth told the board CNA, Early Childhood, Auto, Welding and Computer Tech are now giving post exams.
5. CAMPUS – Elizabeth reported to the board our student information system, CAMPUS, has an exit survey for seniors with questions on: demographic info, student reflection, instructor impact, and Center learning environment.
6. End of Year Activities – Elizabeth listed for the board end-of-the-year activities coming up: Brooks Career Fair on April 27th, Lukancic visit on April 29th, Pioneer Elementary on May 6th, Wilco charity softball tournament on May 2nd, Awards Night, May 16th, Jonas Salk Elementary, May 18th, Wilco picnic and car show, May 13th, and AVM visit on May 24th.

DIRECTOR'S REPORT for April 19, 2016 Regular Meeting

Katrina Plese, Executive Director

1. Thank You – Katrina thanked the board for cards, support and positive thoughts during her surgery, treatment, and recovery.
2. Resolutions – Katrina discussed with the board the option of joining the Illinois Energy Consortium for both natural gas and electricity. There is a savings with fees and IEC matched price. This will be a 3 yr. contract.

3. Builders Risk Insurance – Katrina reported the quote for insurance is \$5,056 with a \$5,000 deductible. The premium cost is included in the construction budget.
4. Asbestos Abatement Recommendation – Katrina informed the board there were 2 bids and one was late. The bid received within the time frame required was the lower bid. She recommends accepting the lower bid from Holian Asbestos Removal, with a base bid of \$47,488 which includes 2 classrooms and the boiler.
5. State CTEI Allocation – Katrina reported we are in receipt of the state CTEI funds based on 14-15 enrollment.

OTHER ACTION ITEMS:

AR#0416-2548 – Builders Risk Insurance

It was moved by 209 and seconded by 255 to accept the Builder's Risk Insurance quote of \$5,056 with a \$5,000 deductible.

Roll call vote: 5 Ayes, 0 Nays, 0 Abstain. Motion carried.

AR#0416-2549 – Asbestos Abatement Bid

It was moved by 202 and seconded by 210 to approve the bid of \$47,488 from Holian Asbestos Removal for asbestos removal.

Roll call vote: 5 Ayes, 0 Nays, 0 Abstain. Motion carried.

AR#0416-2550 – Personnel

No action taken.

UNFINISHED BUSINESS

None

NEW BUSINESS

None

ANNOUNCEMENTS / INFORMATION ITEMS

- A. FY16 Budget Amendment – Katrina told the board an amendment is needed to transfer from the fund balance to the construction account. She reviewed the budget summary with the board.
- B. S & P Rating – Katrina reported the rating is AA-.
- C. Debt Certificates Schedule of Events – Katrina reported to the board due to a disclosure issue, the debt certificate sale is postponed until May. Wilco has enough cash flow to cover any expenses between now and the sale. Kevin Heid will be at the May meeting to discuss discuss the debt certificate sale.
- D. Wilco Surplus Equipment Auction – Katrina was pleased to inform the board the online auction earned \$41,659. Heath industries takes 15% for commission, so Wilco's balance is \$35,410. All items have been paid for and the paint booth is being taken down.
- E. Upcoming Dates – Katrina reviewed with the board upcoming dates including the award program on May 16th and the last buffet, which will be May 4th.


NEXT MEETING

The next Wilco Board meeting will be a regular board meeting to be held Tuesday, May 17, 2016 at 6:00 p.m.

ADJOURNMENT

President Westfall asked for a motion to adjourn the board meeting. It was moved by 209 and seconded by 255 to adjourn the board meeting at 7:16 pm.
Roll call vote: 5 Ayes, 0 Nays, 0 Abstain. Meeting adjourned.

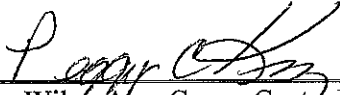
APPROVED



President, Wilco Area Career Center Board of Control

5-17-16

DATE



Secretary, Wilco Area Career Center Board of Control

5/17/16

DATE