

ILLINOIS EASTERN COMMUNITY COLLEGES

BOARD OF TRUSTEES

IECC Board of Trustees Meeting

Tuesday, November 19, 2024



Location:

**Lincoln Trail College, Statesmen Grill
11220 State Highway 1
Robinson, IL 62454**

**Dinner – 5:30 p.m.
Meeting – 6:15 p.m.**

The mission of Illinois Eastern Community College District 529 is to deliver exceptional education and services to improve the lives of our students and to strengthen our communities.

**Illinois Eastern Community Colleges
Board Agenda**

**Tuesday, November 19, 2024
6:15 p.m.**

**Lincoln Trail College, Statesmen Grill
11220 State Highway 1
Robinson, IL 62454**

- | | | |
|---------------------------------------|-------------------|----|
| 1. Call to Order & Roll Call | Chairman Carter | |
| 2. Welcome from the Chair | Chairman Carter | |
| 3. Recognition of Visitors and Guests | President Ambrose | |
| 3.A. Visitors and Guests | | |
| 3.B. IECCEA Representative | | |
| 4. Public Comments | | |
| 5. Reports | | |
| 5.A. Trustees | | |
| 5.B. Chancellor | | |
| 5.C. Presidents & Divisions | | |
| 6. Approval of Consent Agenda | Chancellor Gower | |
| 6.A. Disposition of Minutes | | 5 |
| 6.B. 2025 IECC Board Meeting
Dates | | 10 |

6.C.	Revised 2024 IECC Board Meeting Dates		12
6.D.	2025-2027 Academic Calendar Adjustment		14
6.E.	Facility Use Agreement - Clay County Hospital Radiography		17
6.F.	Affiliation Agreements		22
7.	Action on Items Removed from Consent Agenda	Chancellor Gower	
8.	Policy First Reading (and Possible Approval) None.	Chancellor Gower	
9.	Policy Second Reading None.	Chancellor Gower	
10.	Staff Recommendations for Approval		
10.A.	Resolution Establishing Tax Levy Hearing	Chancellor Gower	32
10.B.	2024 Estimated Tax Levy Resolution	Chancellor Gower	34
10.C.	WVC Foundation/IECC Property Boundaries	Chancellor Gower	39
11.	Bid Committee Report A. TLB West Richland Center HVAC	Chancellor Gower	45
12.	District Finance A. Financial Report B. Approval of Financial Obligations	Mr. Hawkins	62

- | | |
|---|------------------|
| 13. Executive Session | Chancellor Gower |
| 14. Approval of Executive Session Minutes | Chancellor Gower |
| 15. Approval of Personnel Report | Mrs. McDowell 71 |
| 16. Litigation | Chancellor Gower |
| 17. Other Items | |
| 18. Adjournment | |

1. Call to Order & Roll Call – Chairman Gary Carter called the meeting to order at 6:15 p.m. and directed the Board Secretary Sonja Wease to call the roll.

Susan Batchelor: Present
John Brooks: Present
Roger Browning: Present
Gary Carter: Present
Brenda Culver: Present
Jan Ridgely: Present
Barbara Shimer: Present
Jorri VanDyke
Student Trustee: Present
Present: 7. Absent: 0

Also present at the meeting, in addition to trustees:

Ryan Gower, Chancellor
Tona Ambrose, President of Lincoln Trail College/Vice Chancellor Institutional Outreach
Chris Simpson, President of Olney Central College/Vice Chancellor Business Operations
Matt Fowler, President of Wabash Valley College/Vice Chancellor Student Affairs
Ryan Hawkins, Chief Financial Officer/Treasurer
Andrea McDowell, Executive Director of Human Resources
Alex Cline, Chief Information Officer
Paul Bruinsma, Chief Academic Officer
Sonja Wease, Board Secretary

2. Welcome from the Chair – Chairman Carter welcomed all who were present for the meeting.

3. Recognition of Visitors and Guests

3.A. Visitors and Guests – Steven Hnetkovsky, Dustin Wiggins and Zoey Wiggins.

3.B. IECCEA Representative - None

4. Public Comments - None

5. Reports

5.A. Trustees - Student Trustee Jorri VanDyke reported that the Student Advisory is working to increase student activity and engagement across all four campuses.

5.B. Chancellor – Chancellor Gower reported that the Illinois Community College Board (ICCB) fully recognized IECC through 2029. He also announced there are ongoing conversations with the State of Illinois about funding for community colleges.

5.C. Presidents & Divisions - Reports were presented by the Presidents & Vice Chancellors of each division.

5.D. Division Report: Upcoming HLC Accreditation Visit – Chief Academic Officer Paul Bruinsma presented the HLC Reaffirmation of Accreditation Visit information. There will be five representatives from the Higher Learning Commission (HLC) on December 2-3, 2024.

6. Approval of Consent Agenda

Motion to approve consent agenda as presented. This motion, made by Barbara Shimer and seconded by Jan Ridgely, Carried.

Susan Batchelor: Yea, John Brooks: Yea, Roger Browning: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Jorri VanDyke (Student Trustee): Yea
Yea: 7, Nay: 0

6.A. Disposition of Minutes – Open meeting minutes as prepared for the regular meeting held on September 17, 2024 were presented for approval.

6.B. 2024 Annual Review of Student Complaints – All written and formal student complaints filed with the Chancellor, Presidents, Deans/Chief Academic Officers, and/or Office of Admissions for FY2024 were presented for acceptance by the Board.

6.C. Policy 400.20 Family Medical Leave Act – Changes were made to Policy 400.20 that lowers the threshold from 1,250 hours to 1,000 hours within the twelve months before the leave begins for FMLA eligibility.

6.D. Affiliation Agreements – Chancellor Gower recommended approval of affiliation agreements with Harsha Behavioral Center and PT Solutions.

7. Action on Items Removed from Consent Agenda - None

8. Policy First Reading (and Possible Approval) - None

9. Policy Second Reading - None

10. Staff Recommendations for Approval

10.A. Bid Exception Under 805/3-27.1

Motion to approve the purchase of a Lincoln Electric VRTEX 360 Compact virtual welder from American Welding & Gas, Inc. for \$34,898.94. The expenditure is 100% supported by the Postsecondary Perkins award passed through the Illinois Community College Board. This motion, made by Susan Batchelor and seconded by Jorri VanDyke, Carried.

Susan Batchelor: Yea, John Brooks: Yea, Roger Browning: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Jorri VanDyke (Student Trustee): Yea
Yea: 7, Nay: 0

10.B. 2025 Employee Health & Dental Insurance

Motion to accept medical and dental insurance plans and premiums for calendar year 2025 negotiated with a self-insured plan through the Community College Health Consortium (CCHC). The District network will still be through BlueCross BlueShield and rate renewals will remain flat against 2024 premiums. This motion, made by Roger Browning and seconded

by Jan Ridgely, Carried.

John Brooks: Nay, Susan Batchelor: Yea, Roger Browning: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Jorri VanDyke (Student Trustee): Yea
Yea: 6, Nay: 1
John Brooks: Nay

10.C. 2025 Employee Health Savings Accounts

Motion to approve a Health Savings Account contribution of \$1,000 for each eligible employee who is enrolled in the District's Qualified High Deductible Health Plan for calendar year 2025. This motion, made by Roger Browning and seconded by Barbara Shimer, Carried.
Susan Batchelor: Yea, John Brooks: Yea, Roger Browning: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Jorri VanDyke (Student Trustee): Yea
Yea: 7, Nay: 0

10.D. HLC Assurance Argument 2024

Motion to accept the Higher Learning Commission (HLC) Assurance Argument as prepared by the HLC Steering Committee and authorized Chancellor Gower to submit to the HLC. The document demonstrates how the District continues to meet the HLC's Criteria for Accreditation. This motion, made by Susan Batchelor and seconded by Barbara Shimer, Carried.

Susan Batchelor: Yea, John Brooks: Yea, Roger Browning: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Jorri VanDyke (Student Trustee): Yea
Yea: 7, Nay: 0

10.E. Emergency Repair Clemence Elizabeth Cox Hall Building Roof Replacement

Motion to approve the expenditure to allow the District to begin the process of replacing the east roof of the Clemence Elizabeth Cox Hall at Frontier Community College. This motion, made by Roger Browning and seconded by John Brooks, Carried.

Susan Batchelor: Yea, John Brooks: Yea, Roger Browning: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Jorri VanDyke (Student Trustee): Yea
Yea: 7, Nay: 0

11. Bid Committee Report

Motion to approve the bid committee recommendation for acceptance of the bid for purchase of two new electric zero turn lawn mowers for Frontier Community College from Act Tire & Auto for \$22,450.00 and Outdoor Power LLC for \$20,199.00 for a combined total of \$42,649.00. This motion, made by Roger Browning and seconded by Jan Ridgely, Carried.

Susan Batchelor: Yea, John Brooks: Yea, Roger Browning: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Jorri VanDyke (Student Trustee): Yea
Yea: 7, Nay: 0

12. District Finance

12.A. Financial Report

12.B. Approval of Financial Obligations

Motion to approve payment of district financial obligations for October 2024 in the total amount of \$959,458.61. This motion, made by Jan Ridgely and seconded by Barbara Shimer, Carried.

Susan Batchelor: Yea, John Brooks: Yea, Roger Browning: Yea, Gary Carter: Yea, Brenda

Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Jorri VanDyke (Student Trustee): Yea
Yea: 7, Nay: 0

13. Executive Session

Motion to enter executive session under Open Meetings Act Exceptions 2(c)(2) Collective Negotiating Matters at 6:29 p.m. This motion, made by Susan Batchelor and seconded by Barbara Shimer, Carried.

Susan Batchelor: Yea, John Brooks: Yea, Roger Browning: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Jorri VanDyke (Student Trustee): Yea
Yea: 7, Nay: 0

Motion to exit the executive session under Open Meetings Act Exceptions 2(c)(2) Collective Negotiating Matters at 7:03 p.m. This motion, made by Susan Batchelor and seconded by Roger Browning, Carried.

Susan Batchelor: Yea, John Brooks: Yea, Roger Browning: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Jorri VanDyke (Student Trustee): Yea
Yea: 7, Nay: 0

14. Approval of Executive Session Minutes - None

15. Approval of Personnel Report

400.1 Employment of Personnel

A. Professional, Non-Faculty, Exempt

1. Darrell Handelsman, Interim Head Baseball Coach, OCC effective September 30, 2024

B. Professional, Non-Faculty, Non-Exempt

1. Jennifer Jennings, Assistant Director, TRIO Upward Bound effective October 21, 2024
2. Jayden Pinkston, Information Systems Technician, LTC effective October 21, 2024

400.2 Annual Bonus for MIT Instructors

400.3 Employee Position Title Changes

- A. Position title change for all TRIO Student Support Services Academic Counselors to TRIO Student Support Services Academic Advisors
 1. Annie Lankford
 2. Caleb Kamplain
 3. Annie Matthews
 4. Cindy Smith

400.4 Approval of Proposed Non-College Employment

<u>Name</u>	<u>Employer</u>	<u>Hours/Days per Academic Month</u>
Becky Coleman	Richland Nursing & Rehab Olney, IL	4 days per month

400.5 Resignation Ratification

1. Vanessa Lowe, Nursing Instructor, WVC effective September 20, 2024
2. Joseph Brown, Truck Driving Instructor effective October 8, 2024

400.6 Retirement Ratification

1. Pauletta Gullett, Nursing Instructor, LTC effective December 31, 2024

Motion to approve the foregoing personnel report as presented. This motion, made by John Brooks and seconded by Roger Browning, Carried.

Susan Batchelor: Yea, John Brooks: Yea, Roger Browning: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Jorri VanDyke (Student Trustee): Yea
Yea: 7, Nay: 0

16. Collective Bargaining – Chancellor Gower gave an update on the collective bargaining process and announced the next sessions with the Association are scheduled for October 25th & October 30th.

17. Litigation – Chancellor Gower announced that he would contact the Trustees in the following week with updates.

18. Other Items - None

19. Adjournment

Motion to adjourn at 8:30 p.m. This motion, made by Jorri VanDyke and seconded by Jan Ridgely, Carried.

Susan Batchelor: Yea, John Brooks: Yea, Roger Browning: Yea, Gary Carter: Yea, Brenda Culver: Yea, Jan Ridgely: Yea, Barbara Shimer: Yea, Jorri VanDyke (Student Trustee): Yea
Yea: 7, Nay: 0

Approved: Chairman: _____

Secretary: _____

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: November 19, 2024
RE: Board Meeting Dates and Locations for 2025

The Illinois Community College Act requires that the Board annually set meeting dates, times and locations of Board meetings for the upcoming calendar year. The attached resolution sets forth that the Trustees will meet on the third Tuesday of every month with the exception of the April meeting which shall be on the fourth Tuesday of the month and the December meeting, which shall be the second Tuesday of the month. The following are the meeting dates, times, and locations for the IECC Board of Trustees for 2025.

I recommend approval of this resolution.

RG/sc

Attachment

**Board Meeting Dates
2025**

Tuesday, January 21, 2025, 6:15 p.m., Frontier Community College

Tuesday, February 18, 2025, 6:15 p.m., Lincoln Trail College

Tuesday, March 18, 2025, 6:15 p.m., Olney Central College

Tuesday, April 22, 2025, 6:15 p.m., Wabash Valley College

Tuesday, May 20, 2025, 6:15 p.m., Frontier Community College

Tuesday, June 17, 2025, 6:15 p.m., Lincoln Trail College

Tuesday, July 15, 2025, 6:15 p.m., Olney Central College

Tuesday, August 19, 2025, 6:15 p.m., Wabash Valley College

Tuesday, September 16, 2025, 6:15 p.m., Frontier Community College

Tuesday, October 21, 2025, 6:15 p.m., Lincoln Trail College

Tuesday, November 18, 2025, 6:15 p.m., Olney Central College

Tuesday, December 9, 2025, 6:15 p.m., Wabash Valley College

11/2024

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: November 19, 2024
RE: Revised Board Meeting Dates and Locations for 2024

The Illinois Community College Act requires that the Board annually set meeting dates, times and locations of Board meetings for the upcoming calendar year. The attached resolution sets forth that the Trustees will meet on the third Tuesday of every month with the exception of the December meeting which shall be the second Tuesday of the month at 4:30 p.m.

Pursuant to 110 ILCS 805/3.8, Mr. Gary Carter, Chairman has called for a Special Meeting of the Board of Trustees on December 10, 2024, at 9:30 a.m. The special meeting will be held at the Terry L. Bruce West Richland Center, 320 E. North Avenue, Noble, Illinois. The purpose of this Special Meeting will be a working retreat of the Board of Trustees with a focus on future operations. No formal action will be taken by the Board at this meeting.

The following are the meeting dates and locations for the IECC Board of Trustees for 2024.

I recommend approval of this resolution.

RG/sc

Attachment

**Board Meeting Dates
2024**

Tuesday, January 16, 2024, 6:15 p.m., Wabash Valley College

Tuesday, February 20, 2024, 6:15 p.m., Frontier Community College

Tuesday, March 19, 2024, 6:15 p.m., Lincoln Trail College

Tuesday, April 16, 2024, 6:15 p.m., Olney Central College

Tuesday, May 21, 2024, 6:15 p.m., Wabash Valley College

Tuesday, June 18, 2024, 6:15 p.m., Frontier Community College

Tuesday, July 16, 2024, 6:15 p.m., Lincoln Trail College

Tuesday, August 20, 2024, 6:15 p.m., Olney Central College

Tuesday, September 17, 2024, 6:15 p.m., Wabash Valley College

Tuesday, October 15, 2024, 6:15 p.m., Frontier Community College

Tuesday, November 19, 2024, 6:15 p.m., Lincoln Trail College

* **Special Meeting-** Tuesday, December 10, 2024, 9:30 a.m., TLB West Richland Center

Tuesday, December 10, 2024, 4:30 p.m., Olney Central College

11/2024

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: November 19, 2024
RE: 2025-2027 Academic Calendar

The 2025-2027 Academic Calendar has been updated to include New Student Orientation on August 19, 2025, and August 17, 2026. This addition ensures that students and staff are aware of these important dates.

The adjustment to the Academic Calendar has been approved by the Strategic Engagement Planning Council and I would ask the Board for approval as well.

RG/am

Attachment

**Academic Calendar
2025-2027**

2025 Fall Semester

August	13	IECC Faculty & Staff Workshop/Campus Offices Closed
August	14	Faculty Workshop
August	18-20	Registration, Testing
August	19	New Student Orientation
August	21	First Day of Classes
September	1	Campuses Closed. Labor Day
September	17	Constitution Observance Day. Classes in session
October	10	No Classes. District Faculty & Staff Professional Development Day
October	13	Campuses Closed. Columbus Day
October	16	Midterm
October	21	Spring Registration Begins
November	11	Campuses Closed. Veteran's Day
November	26	Last Day to Withdraw from Courses
November	27-28	Campuses Closed. Thanksgiving
December	12	Last Day of Classes
December	15-18	Final Exams
December	19	Last Day of Semester

(Campuses closed December 22, 2025 – January 2, 2026. Winter Break)

2026 Spring Semester

January	5	Campuses Open
January	7	Faculty Workshop
January	8-9	Registration, Testing
January	12	First Day of Classes
January	19	Campuses Closed. Martin Luther King, Jr. Day
February	16	Campuses Closed. President's Day
March	2	Casimir Pulaski Day. Classes in Session
March	6	Midterm
March	9	Casimir Pulaski Day Observed. No Classes
March	10-15	No Classes. Spring Break
March	17	Summer & Fall Registration Begins
April	3	Campuses Closed. Spring Holiday
April	24	Last Day to Withdraw from Courses
May	8	Last Day of Classes
May	11-14	Final Exams
May	15	Last Day of Semester/Graduation

2026 Intersession

May	18	First Day of Classes
May	25	Campuses Closed. Memorial Day
May	27	Midterm
June	3	Last Day to Withdraw from Courses
June	5	Last Day of Intersession

2026 Summer Session

June	8	First Day of Classes
June	19	Campuses Closed. Juneteenth
July	3	Campuses Closed. Independence Day Observed
July	6	Midterm
July	24	Last Day to Withdraw from Courses
July	31	Last Day of Classes
August	3-4	Final Exams

2026 Fall Semester

August	12	IECC Faculty & Staff Workshop/Campus Offices Closed
August	13	Faculty Workshop
August	17	New Student Orientation
August	17-18	Registration, Testing
August	19	First Day of Classes
September	7	Campuses Closed. Labor Day
September	17	Constitution Observance Day. Classes in Session
October	9	No Classes. District Faculty & Staff Professional Development Day
October	12	Campuses Closed. Columbus Day
October	14	Midterm
October	20	Spring Registration Begins
November	3	Campuses Closed. Election Day
November	11	Campuses Closed. Veteran's Day
November	25	Last Day to Withdraw from Courses
November	26-27	Campuses Closed. Thanksgiving
December	11	Last Day of Classes
December	14-17	Final Exams
December	18	Last Day of Semester

(Campuses Closed December 21, 2026 –January 1, 2027. Winter Break)

2027 Spring Semester

January	4	Campuses Open
January	6	Faculty Workshop
January	7-8	Registration, Testing
January	11	First Day of Classes
January	18	Campuses Closed. Martin Luther King, Jr. Day
February	15	Campuses Closed. President's Day
March	3	Casimir Pulaski Day. Classes in Session
March	5	Midterm
March	8	Casimir Pulaski Day Observed. No Classes
March	9-14	No Classes. Spring Break
March	16	Summer & Fall Registration Begins
March	26	Campuses Closed. Spring Holiday
April	23	Last Day to Withdraw from Courses
May	7	Last Day of Classes
May	10-13	Final Exams
May	14	Last Day of Semester/Graduation

2027 Intersession

May	17	First Day of Classes
May	25	Midterm
May	31	Campuses Closed. Memorial Day
June	2	Last Day to Withdraw from Courses
June	4	Last Day of Intersession

2027 Summer Session

June	7	First Day of Classes
June	18	Campuses Closed. Juneteenth Observed
July	2	Midterm
July	5	Campuses Closed. Independence Day Observed
July	23	Last Day to Withdraw from Courses
July	30	Last Day of Classes
August	2-3	Final Exams

MEMORANDUM

TO: Board of Trustees
FROM: Dr. Ryan Gower
DATE: November 19, 2024
RE: Clay County Hospital Facility Use Agreement

The following Agreement with Clay County Hospital will allow Associate in Applied Science students in Radiography to use compliant radiology rooms, and energized radiography equipment in a laboratory setting.

Access to an energized laboratory will allow students to get hands on experience in a laboratory setting. This access will significantly improve the preparation of Radiography students and enhance program outcomes.

I ask the Board's acceptance of the Facility Use Agreement for the Radiography program and Clay County Hospital.

RG/sc

Facility Use Agreement

This Facility Use Agreement (“Agreement”) is made and entered into on the date of the last signature below, (the “Effective Date”) by and between Illinois Eastern Community Colleges – Olney Central College (“Licensee”) and Clay County Hospital (hereinafter referred to as “Agency”). Unless the context of the sentence would provide a different interpretation, Agency and Licensee may be collectively referred to herein as the “Parties” and individually as a “Party.”

WHEREAS, Agency provides, among other things, (i) high quality, cost efficient and effective care to patients, and (ii) promotes the training of individuals interested in a career in healthcare;

WHEREAS, Licensee is a local community college district in Olney, Illinois, that offers training in various programs, including a degree in radiography (X-Ray);

WHEREAS, Licensee is desirous of a utilizing a compliant radiology room with active equipment for the purposes of completing simulations by Licensee’s students (“Students”);

WHEREAS, Agency owns and operates a certain healthcare facility that contains a radiology department with appropriate equipment to complete such simulations;

WHEREAS, Agency desires to permit Licensee to use and Licensee agrees to use such Lease Space (as defined below) for furtherance of the training of its Students in accordance with the terms and conditions herein;

NOW, THEREFORE, In consideration of the mutual covenants and conditions contained herein, and other valuable consideration, the adequacy and receipt of which is hereby acknowledged, the Parties agree as follows:

1. **Leased Space**. Agency hereby grants permission to Licensee to use certain rooms/area located at Agency’s (“Facility”), specifically the energized radiology room and a small storage area as designated by Agency from time to time to hold simulation equipment (“Leased Space”) for the following event (“Event”):

Event Description: Licensee to host simulation lab classes utilizing Agency’s radiology equipment for its Students

Blocks of Time: On a schedule mutually agreeable by the Parties and communicated 30 days in advance. As of the Effective Date, the intended use is up to one (1) day per week for a period of up to seven (7) hours.

Event shall only occur during Agency’s normal business hours.

During the Event, Agency shall provide use of certain common areas at the Facility such as restroom, access ways to enter into the Leased Space and parking spaces for Licensee and its agents, representatives, and invitees. Agency reserves the right at any time to cancel or suspend the Event if Agency has a clinical emergency and need s to utilize the Leased Space for patient care needs.

2. **No Fee.** Neither Agency nor Licensee shall be compensated by the other as a result of this Agreement.
3. **Use of Facility/Leased Space.**
 - a. Licensee warrants and represents that the Event shall be orderly and well-governed and that no indecent, immoral and/or illegal activities will be permitted.
 - b. Licensee shall be responsible, at Licensee's sole cost and expense, to provide any and all (a) personnel required to run the Event; and (b) equipment and supplies for the Event.
 - c. The Facility and Leased Space is provided 'as is' and 'with all faults'. Agency makes no representation or warranty of any kind, express or implied, with respect to the condition of the Facility, including habitability, fitness or suitability for a particular purposes.
 - d. Licensee shall be responsible for all set-up and clean-up of the Event and the preservation of the Leased Space. Licensee shall not be permitted to drive any nails, hooks, tacks, screws, poles, stakes, or other form of fasteners into any part of the Leased Space or Facility without express written consent from Agency. Licensee shall leave the Leased Space in the same condition as given to Licensee. Licensee shall not be permitted to remove or relocate any of Agency's equipment, tools or furnishings without the prior approval of Agency.
 - e. Licensee and/or its representatives, invitees, Students agents and any third party vendors shall not be permitted access to the Facility and/or Leased Space for the Event outside of the Blocks of Time set forth herein.
 - f. Licensee agrees to abide by Agency's policies and procedures for the Facility and Leased Space, including, without limitation, no use of alcohol, tobacco, or any illegal substances in the Facility or Leased Space; and compliance with personal protection equipment requirements.
 - g. Agency reserves the right to deny access to the Facility of a representative, agent, invitee, Students and/or third party vendor of Licensee who is not following Agency policies and procedures or in the interest of patient or staff safety.
 - h. Licensee will ensure that each Student and faculty member on-site for the Event completes a criminal background check, the standard immunizations (including Varicella, Tdap, TB and Hep B) and required safety and compliance training as assigned by Agency prior to entering the Facility and shall otherwise meet all health standards required by Licensee and Agency. The immunization and background check must be available and provided to Agency upon request.
 - i. The faculty and each Student may be required to sign a confidentiality agreement and a release of liability for any personal injuries that may be sustained by him/her while at Agency.
4. **Compliance.** Licensee shall utilize the Leased Space and Facility consistent with this Agreement, and all laws, codes, ordinances, statutes, regulations, rules or orders of any governmental authority, including but not limited to laws governing zoning, health, safety (including fire safety), occupational hazards, and pollution and environmental control. Licensee shall be responsible for securing any and all required permits and licenses necessary for the Event.
5. **Insurance.** Licensee shall procure and maintain, at Licensee own and sole expense, general liability insurance in the minimum amount of one million dollars (\$1,000,000) per occurrence, two million (\$2,000,000) annual aggregate for any damage, destruction, injuries or death or any other liabilities which might occur in connection with the Event or use of Agency's Facility or the Leased Space by Licensee and/or Licensee's representatives, agents, guests, invitees and/or anyone else assisting Licensee with holding the Event and covering any equipment that is stored at Agency's Facility. Licensee shall name Agency as an additional insured. Moreover, Licensee shall also maintain worker's compensation insurance in such amounts as required by Illinois law. Prior to the first Event and at any time upon request, Licensee shall furnish to Agency with

satisfactory evidence of such insurance coverage for the duration of the Event and Licensee shall notify Agency of any cancellation and/or changes in such insurance coverage.

6. **Indemnification.** Licensee agrees to indemnify, defend, and hold harmless Agency, its Board, officers, employees, principals, members, employees, representatives, agents, invitees, contractors and volunteers, from and against any and all damages, claims, losses, demands, costs, expenses (including attorney's fees and costs), obligations, liens, liabilities, actions and causes of action, threatened or actual, is suffered or incurred arising from Licensee or its representatives, agents, guests, invitees and/or anyone else assisting Licensee with holding the Event acts or omissions or the breach of any obligations or representations or warranties made herein during the Event, which includes, without limitation, the Event itself and any rehearsal, set-up or clean-up of such Event. The foregoing indemnification shall survive any termination or the expiration of this Agreement.
7. **Damage/Repairs.** Licensee shall report any personal injuries and/or property damage arising at any time during the Event in writing as soon as is practical. By signing this Agreement, Licensee does hereby agree to be responsible for the costs of repair or replacement of any property damaged or destroyed as a result of the action of any Licensee, its representatives, agents, invitees, Students or third party vendors.
8. **Governing Law.** This Agreement shall be construed and governed by the laws of the State of Illinois.
9. **Amendment/Assignment.** This Agreement may be amended only by an instrument in writing signed by the Parties hereto. Neither Party may assign this Agreement, nor any portion of it without the prior written consent of the other Party. This Agreement shall extend to and be binding upon the heirs, personal representatives, successors and permitted assigns of the Parties.
10. **Authority.** Each Party has the power and other authority to execute, deliver and perform this Agreement. This Agreement and all documents and agreements required to be delivered by a Party hereunder will be legal, valid, and binding obligations of the other Party enforceable in accordance with their terms in each case.
11. **Entire Agreement.** This Agreement and the Attachments (as defined herein) supersedes all previous contracts, agreements or understandings between the Parties with respect to the same subject matter and constitutes the entire agreement between the Parties hereto, and Agency and Licensee shall neither be entitled to benefits other than those herein specifically enumerated.
12. **Notice.** Notices or communications herein required or permitted shall be given to the respective Parties by registered or certified mail (said notice being deemed given as of the date of mailing) or by hand delivery at the following addresses unless either Party shall otherwise designate its new address by written notice:

AGENCY:

Name: Clay County Hospital
Address: 911 Stacy Burk Drive
Flora, IL 62839
Attn: Clinical Educator

LICENSEE:

Illinois Eastern Community Colleges
Olney Central College
305 N. West Street
Olney, IL 62450

Copy To: Chief Nursing Officer

Attn: Alani Frederick

- 13. Term. The term of this Agreement shall be for one (1) year commencing on the Effective Date. This Agreement shall automatically renew for successive one (1) year terms. Either Party may give notice of termination with thirty (30) days notice at any time to the other Party.
- 14. Execution. This Agreement and any amendment hereto, may be executed in any number of counterparts, each of which shall be an original and all of which together shall constitute one and the same document, and is binding on all Parties notwithstanding that each Party may have signed different counterparts. Facsimiles or scanned copies of signatures or electronic signatures shall be considered original signatures.

IN WITNESS WHEREOF, the undersigned have duly executed this Agreement or have caused this Agreement to be duly executed on their behalf to be effective as of the Effective Date.

AGENCY

LICENSEE: Illinois Eastern Community Colleges

Signature: *Jerry Green*
 Name: *Jerry Green*
 Title: *CNO*
 Date: *10/7/24*

Signature: _____
 Name: _____
 Title: _____
 Date: _____

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: November 19, 2024
RE: Affiliation Agreements

An affiliation agreement is a formal contract between the educational institution and the facility or business where the student(s) will have the experience. It identifies the responsibilities and liabilities of the various parties covered by the contract. Students engaged in these placements are not paid and the experience is required for completion of the program.

IECC wishes to enter into a non-standard clinical affiliation agreement with the following organization:

- ATI Holdings, LLC Athletic & Therapeutic Institute of Naperville, LLC

IECC wishes to enter an amended non-standard clinical affiliation agreement with the following organization:

- Indiana University Health, Inc.

I ask the Board's approval of this affiliation agreement.

RG/sc

CLINICAL AFFILIATION AGREEMENT

BETWEEN

Illinois Eastern Community Colleges

AND

ATI Holdings, LLC, Athletic and Therapeutic Institute of Naperville, LLC

This Clinical Affiliation Agreement (the "Agreement") is made as of the date of the last signature, between **ATI Holdings, LLC, Athletic & Therapeutic Institute of Naperville, LLC** and all of their affiliates, parents, subsidiaries, predecessors and successors (hereinafter referred to as "ATI") and **Illinois Eastern Community Colleges with a primary address of 233 East Chestnut Street, Olney, Illinois 62450** (all locations operating under such legal name, hereinafter referred to as the "University").

ATI recognizes the need for and desires to aid in the educational development of student physical and/or occupational therapists, assistants thereto or similar healthcare professionals, and is willing to make its employees and premises available for such purposes.

Recitals

Whereas, this Agreement is designed to provide University students with on-site supervised clinical educational experiences through ATI for academic credit at the University;

Whereas, ATI has more than one location, and this Agreement shall encompass on-site supervised clinical educational experiences conducted at all ATI locations;

Whereas, ATI wishes to assist the University in developing and implementing the clinical education experience for the University's students;

Whereas, clinical education and experience is a required and integral component of the University's physical therapist assistant curriculum; and

Whereas, it is to the mutual benefit of the parties to provide clinical experience for students enrolled in certain programs of the University.

Now, therefore, in consideration of the mutual agreements set forth herein, ATI and the University agree as follows:

I. Compliance Regulations

1. The University agrees, and assures ATI, that all students will have received the Hepatitis B vaccination series prior to arrival at ATI and will sign a validation form stating such; or a waiver for, if they have declined the vaccine.
2. The University agrees that all students will be instructed in the OSHA Blood Borne Pathogens Standard through the University, and will sign a validation form stating such.

3. The University agrees that all students will have current CPR certification prior to arrival at ATI and will sign a validation form stating such.
4. The University will ensure that students have medical screenings, tests, and treatments as required by regulatory agencies, federal or state laws, and OSHA regulations. The University shall provide evidence that all students assigned have been tested and screened for Hepatitis B and Tuberculosis, and demonstrate immunity to vaccine preventable diseases to include Measles/Mumps/Rubella, Varicella and Pertussis.
5. The University will educate and train students on health care confidentiality laws, including, but not limited to, the Health Insurance Portability and Accountability Act of 1996 (“HIPAA”) and provide, upon request, validation of such training.

II. Responsibilities of the University

The University and its representatives:

1. Are aware of ATI's need to maintain its standard of service and its relationship within the community.
2. Shall be responsible for curriculum planning, admission, administration, matriculation requirements, University appointments and promotions as required by the accrediting agency for its therapy program.
3. Will be responsible for final evaluation of student academic performance.
4. Will coordinate student placements at ATI with the designated clinical liaison and will provide to ATI, prior to the beginning of the clinical education experience, the following:
 - a) the names of students to be placed with ATI four to six weeks prior to the beginning of each clinical educational experience at ATI;
 - b) the beginning and ending dates of the student's clinical educational experience at ATI;
 - c) learning objectives for the clinical educational experience;
 - d) the level of students (e.g. year one, year two, year three);
 - e) contact information phone and email; and
 - f) leverage process outlined by ATI to submit details.
5. Will designate a person or persons to coordinate the clinical experience(s) of the student(s) for each clinical course.
6. Will designate a qualified person to whom all communication from ATI may be sent and will provide for a regular exchange of information between the University and ATI through either on-site visits arranged at a mutually convenient time, written, electronic or telephone communications.
7. Will advise its students that they will be subject to ATI's policies, procedures, clinical protocols, rules and regulations while participating in the clinical educational experience at ATI's facilities.
8. Will advise the students of their individual responsibility to provide their own transportation to and from the ATI.
9. Will instruct students that they are responsible for the costs of parking, housing and uniforms, if applicable, while at ATI.
10. Will refer to ATI only those students who have satisfactorily completed the academic prerequisites for clinical experience.
11. Will enforce all applicable policies of the University and ATI, if applicable, to the student enrolled.
12. Will establish a procedure for notifying ATI if a student is unable for any reason to report for clinical training.
13. Will provide or require from the student if prohibited by law, written evidence of professional liability insurance coverage from individual students participating in the

clinical experience. The minimum amount of coverage per individual shall be \$1,000,000/\$3,000,000. The coverage shall extend through the term of the student's participation.

14. Will not permit students to bring patient information learned or utilized during their clinical studies back into classroom studies without obtaining advance patient permission.
15. Will inform each student submitted for placement at ATI that ATI will request each student have in force a health insurance policy(ies) of a scope and with limits satisfactory to ATI. The University will inform each student of the importance of maintain in force such a policy to defray the cost of hospital and medical care that might be sustained during the period of placement at ATI. The University will also inform each student of the potential monetary liability the student might incur as a result of failure to maintain sufficient coverage.
16. Understand that nothing in this Agreement prevents ATI from honoring the request of any patient/client to not be a teaching patient, or prevents any member of ATI from designating any patient a non-teaching patient.

III. Responsibilities of ATI

1. Will determine the number of students it may accept, if any, assigned to a particular ATI for the clinical education experiences for each of the courses for which ATI serves as a clinical education site.
2. Will enforce all applicable policies of ATI and The University, if applicable, to the student enrolled.
3. Will immediately remove from the premises and the program, any student who poses an immediate threat or danger.
4. Will designate personnel to collaborate with the University in planning for the use of clinical facilities and provision of appropriate learning opportunities in accord with objectives for the clinical experience.
5. Will engage in the regular exchange of information between the University and ATI through either on-site visits arranged at a mutually convenient time, written, electronic or telephone communications.
6. Will provide written evaluative input about student performance upon request and as appropriate to the placement, and in accord with procedure and process agreed upon between ATI and the University.
7. Will designate a suitable liaison person to work with the University and the students, or, in the absence of such person, will designate a suitable alternate person to be available for such purposes.
8. Will orient the students to rules, policies, regulations and procedures of ATI which students will be expected to adhere to prior to the start of the student's clinical educational experience at ATI.
9. Will reserve the right to request that the University withdraw from clinical experience any student whose health or performance is detrimental to patient well-being or to the operation of ATI.
10. Will provide the University with information regarding the availability of first aid and emergency care for students while on clinical assignment on the property of ATI.
11. Will not have students perform any of the duties normally performed by an employee of ATI except such duties as are a part of their training and are performed by the students under the direct supervision of an ATI employee who is an appropriately licensed therapist.

12. Will plan and administer all aspects of client patient care and clinical services at its facilities. ATI shall have responsibility for the rendering of high quality client/patient care and clinical services and shall have final responsibility, authority and supervision over all aspects of client/patient care and clinical services. The University's students shall at all times abide by such supervision.
13. Will assign students space and essential office equipment and supplies by ATI within the ATI setting.
14. Will provide emergency medical treatment to students if needed for illness or injuries suffered during clinical experience. Such treatment shall be at the expense of the individual treated.

IV. Responsibilities of the Student

The University understands that the student placed at ATI has obligations in their role to maintain professionalism at all times. As such, the University agrees to inform the students the following obligations and further agrees that a student's failure to abide by these obligations is cause for removal of the student from ATI.

1. The student shall be responsible for demonstrating professional behavior appropriate to the environment of the facility, including adherence to all applicable laws and ATI policies, including but not limited to, HIPAA, confidentiality, OSHA and maintaining high standards of patient care.
2. Treated as trainees who have no expectation of receiving compensation or future employment from ATI or the University.
3. Shall follow all ATI policies, including but not limited to, uniforms and dress code.

V. Indemnification

ATI agrees to defend, indemnify, and hold harmless the University and its officers, directors, agents, faculty members, employees, and students from any and all loss and liability, including claims, demands, costs, damages, attorneys fees, and expenses of any nature whatsoever, for personal injury, death or damage to property arising out of or claimed to arise out of or in any way be connected with any negligent acts or omissions of ATI or any of its officers, directors, agents, and employees, including the negligent supervision of students, pursuant to this Agreement, and such indemnification will survive any termination of the Agreement.

The University agrees to defend, indemnify and hold harmless ATI and its officers, directors, agents and employees from any and all loss and liability including claims, demands, costs, damages, attorney fees and expenses of any nature whatsoever, for personal injury, death or damage to property arising out of or claimed to arise out of or in any way be connected with any negligent acts or omissions of the University or any of its officers, directors, agents, faculty members, employees and students pursuant to this Agreement and such indemnifications will survive any termination of this Agreement.

VI. Terms and Termination

1. Term

The term of this Agreement shall commence on the date of the last signature and, subject to the parties' termination of rights herein, continue for an initial term of one (1) year .

The Agreement shall automatically renew for additional one-year terms, unless either party exercises its right of termination hereunder.

2. Termination

Either party may terminate this Agreement immediately upon written notice to the other party for a material breach of the provisions of this Agreement. Either party may terminate this Agreement without cause and for any reason upon thirty (30) days written notice to the other party. In the event of termination, the parties shall cooperate and use their reasonable best efforts to let any students complete their clinical experience already in progress. All obligations involving confidentiality, under HIPAA, this Agreement or otherwise, shall survive any termination of this Agreement.

VII. Miscellaneous Terms

1. Neither party shall compensate monetarily either party to the other under this Agreement. It being acknowledged that the program provided hereunder is mutually beneficial. The parties will cooperate in administering this program in a manner which will tend to maximize the mutual benefits provided to both parties.
2. This Agreement is intended solely for the mutual benefit of the parties thereto and there is no intention expressed or otherwise to create any rights or interest for any party or person other than ATI and the University. Without limiting the generality of the foregoing, no rights are intended to be created for any patient, student, parent or guardian of any student, employer or prospective employer of any student.
3. This Agreement does not create any agency, partnership, joint venture, employment or independent contractor relationship between the parties.
4. The parties hereby incorporate the requirements of 41 C.F.R. 60-1.4 (a)(7), 60-250.5 and/or 60-300.5, 60-741.5, EO 13496 and 29 C.F.R. part 471, Appendix A to Subpart A, if applicable.
5. HIPAA requirements: To the extent required by federal law, the parties agree to comply with HIPAA and any current and future regulations promulgated there under, including without limitation, the federal privacy regulations, the federal security standards, and the federal standards for electronic transactions, all collectively referred to herein as "HIPAA Requirements." The parties agree not to use or further disclose any Protected Health Information or Individually Identifiable Health Information as defined under HIPAA, other than as permitted by HIPAA Requirements and the terms of the Agreement.

VIII. Amendment

No amendment or modification to this Agreement, including any amendment or modification of this paragraph, shall be effective unless in writing and signed by both parties.

IX. Notices

Any and all notices required to be given under this Agreement shall be directed to:

ATI
Attn: Chief Legal Officer
790 Remington Blvd, Bolingbrook IL 60440

University

Illinois Eastern Community Colleges
233 East Chestnut Street
Olney, IL 62450
Attn: PTA Academic Coordinator of Clinical Education

With a copy to:

Dean of Health Professions

X. Choice of Law

This Agreement shall be deemed to be made under the laws of the State of Illinois and for all purposes shall be construed in accordance with the laws of the State of Illinois, County of Cook.

XI. Entire Agreement

This Agreement constitutes the entire agreement between the parties and all prior discussions, agreements and understandings between the parties, whether oral or in writing, are hereby merged into this Agreement.

XII. Counterparts; Electronic Signatures

This Agreement may be executed in two or more counterparts, each of which when so executed shall be deemed to be an original and all of which when taken together shall constitute one and the same instrument. The words "execution," "signed," "signature," and words of like import in this Agreement or in any other certificate, agreement or document related to this Agreement, shall include images of manually executed signatures transmitted by facsimile or other electronic format (including, without limitation, "pdf", "tif" or "jpg") and other electronic signatures (including, without limitation, DocuSign and AdobeSign). The use of electronic signatures and electronic records (including, without limitation, any contract or other record created, generated, sent, communicated, received, or stored by electronic means) shall be of the same legal effect, validity and enforceability as a manually executed signature or use of a paper-based record-keeping system to the fullest extent permitted by applicable law.

ATI Holdings, LLC, Athletic and Therapeutic Institute of Naperville, LLC

Thad A. Satterfield: _____
Vice President, Talent Management

DATE: _____

Illinois Eastern Community Colleges

By: _____

Chairman, Board of Trustees

DATE: _____



Indiana University Health

AMENDMENT OF AGREEMENT

This document serves as an amendment (“Amendment”) of the Affiliation Agreement (original commencement date of May 1, 2025, and original termination date of August 31, 2025) (the “Affiliation Agreement”) between Indiana University Health, Inc. and Illinois Eastern Community Colleges (“School”).

The Parties desire to amend the Affiliation Agreement to update certain responsibilities as set forth herein.

1. Definitions. Capitalized terms used in this Amendment but not defined in this Amendment will have the meanings assigned to them in the Affiliation Agreement.
2. Section III School Responsibilities - **Section (III)(E)** of the Affiliation Agreement is deleted and replaced with the following:

“Before faculty/students begin a rotation, inform faculty/students about pertinent OSHA regulations (for example Bloodborne pathogens, personal protective equipment, infection prevention, etc.) and HIPAA regulations.”

3. Section III School Responsibilities – **Section (III)(F)(3)** of the Affiliation Agreement is deleted and replaced with the following:

“Receive the following vaccinations: measles, mumps, rubella, varicella, and Hepatitis B (or Hepatitis B vaccination declination form on file) or shows appropriate antibody titer. IU Health strongly recommends students obtain the TDAP vaccination. Annual influenza vaccination is also required unless an exception is granted based on medical or religious grounds. An exception to the influenza vaccination granted by School must be submitted if requested by IU Health in advance of the first day of the Student’s rotation at an IU Health Facility.”

4. No Other Modifications. Except as otherwise set forth in this Amendment, all other provisions of the Affiliation Agreement shall remain unchanged.
5. Effective Amendment. The changes described herein shall commence on September 1, 2024. The Parties agree that this Amendment has been duly prepared and executed in accordance with the terms of the Affiliation Agreement and will be considered part of the Affiliation Agreement once signed by all Parties.

ILLINOIS EASTERN COMMUNITY COLLEGES

By: _____
Gary Carter
Chairman, IECC Board of Trustees

Date _____

INDIANA UNIVERSITY HEALTH, INC.

By: _____
Greg Strine MA, RN
Executive Director
Office of Academic Affairs
IU Health

Date _____

MEMORANDUM

TO: Board of Trustees

FROM: Ryan Gower

DATE: November 19, 2024

RE: Resolution Establishing Tax Levy Hearing

The Board of Trustees annually adopts a resolution establishing the District's estimated tax levy. If the adoption of that resolution results in a greater than 5% increase in the proposed property tax levy over the previous year's extension (exclusive of bond and interest costs), a tax levy hearing must be held.

The resolution which follows would:

- 1) Establish a fiscal year of July 1, 2025 – June 30, 2026.
- 2) Require the publication of a public notice of a hearing on the tax levy.
- 3) Require a hearing on December 10, 2024.
- 4) Notify the public that a tax levy would be adopted by the Board on December 10, 2024.

I ask the approval of the Resolution Establishing a Tax Levy Hearing.

RG/akb
Attachment

RESOLUTION
ESTIMATED 2024 TAX LEVY
HEARING

BE IT RESOLVED by the Board of Trustees of Illinois Eastern Community College District No. 529 of the State of Illinois, that the following requirements are hereby established relative to the tax levy for said community college district for 2024 for taxes due and collectible in 2025:

1. Date of Fiscal Year: July 1, 2025 – June 30, 2026.
2. Publication of Notice of Public Hearing on Tax Levy: After November 26, 2024, and before December 3, 2024.
3. Public Hearing on Tax Levy: December 10, 2024, at the hour of 4:30 p.m. local time, Olney Central College, Olney, Illinois.
4. Adoption of Tax Levy: December 10, 2024, following the Public Hearing.

BY ORDER OF THE BOARD OF TRUSTEES
ILLINOIS EASTERN COMMUNITY COLLEGE
DISTRICT NO. 529

Chairman, Board of Trustees

November 19, 2024

Date

Secretary, Board of Trustees

November 19, 2024

Date

MEMORANDUM

TO: Board of Trustees

FROM: Ryan Gower

DATE: November 19, 2024

RE: 2024 Estimated Tax Levy Resolution

Each year the Board of Trustees certifies the District's estimated tax levy for the year. The 2024 estimated tax levy resolution for taxes due and collectible in 2025 follows this memo.

The resolution establishes the levy for the education fund and the operations and maintenance fund. In addition, the District's certificate of tax levy will carry a statement that an additional levy must be made by each county clerk for each of the outstanding bonds, tort liability, workers' compensation, audit, protection, health and safety, and unemployment and other insurance.

In addition to the levy lines noted above, the Public Community College act allows districts eligible for equalization to levy up to the combined state-wide average tax rate for education and operation and maintenance purposes if the district is currently levying less than that amount. The statewide average levy is 28.79 cents per \$100.00 of equalized assessed valuation.

The attached chart shows the historical tax levy of the District. The estimated tax rate for the 2024 levy, which includes the special tax, is 48.66 cents per \$100 in equalized assessed valuation.

I ask the Board's approval of this Estimated Tax Levy Resolution.

RG/akb
Attachment

**RESOLUTION REGARDING ESTIMATED AMOUNTS
NECESSARY TO BE LEVIED FOR THE YEAR 2024**

WHEREAS, the Truth in Taxation Law requires that all taxing districts in the State of Illinois determine the estimated amounts of taxes necessary to be levied for the year not less than twenty (20) days prior to the official adoption of the aggregate tax levy of the district; and

WHEREAS, if the estimated aggregate amount necessary to be levied, exclusive of election costs and bond and interest costs, exceeds 105% of the aggregate amount of property taxes extended or estimated to be extended, including any amount abated by the taxing district prior to such extension, upon the levy of the preceding year, public notice shall be given and a public hearing shall be held on the district's intent to adopt a tax levy in an amount which is more than 105% of such extension or estimated extension for the preceding year; and

WHEREAS, the aggregate amount of property taxes extended or estimated to be extended for 2023 was:

Education Purposes	\$3,750,000
Operations and Maintenance Purposes	1,610,000
Special Tax Levy	717,433
Liability Insurance, Workers' Compensation, Unemployment Insurance, Property Insurance and Medicare Contributions	1,345,000
Protection, Health and Safety Purposes	200,000
Audit	<u>60,000</u>
 Total	 \$7,682,433

WHEREAS, it is hereby determined that the estimated amount of taxes necessary to be raised by taxation for the year 2024 is as follows:

Education Purposes	\$4,350,000
Operations and Maintenance Purposes	1,900,000
Special Tax Levy	905,761
Liability Insurance, Workers' Compensation, Unemployment Insurance, Property Insurance and Medicare Contributions	2,000,000
Protection, Health and Safety Purposes	200,000
Audit	<u>102,500</u>
 Total	 \$9,458,261

WHEREAS, the Truth in Taxation Law, as amended, requires that all taxing districts in the State of Illinois provide a date in the Notice concerning the levies made for debt service made pursuant to statute, referendum, resolution or agreement to retire principal or pay interest on bonds, notes, and debentures or other financial instruments which evidence indebtedness; and

WHEREAS, the aggregate amount of property taxes extended, after abatement, for the bond and interest purposes for 2023 was \$1,694,540; and it is hereby determined that the estimated amount of taxes to be levied for bond and interest purposes for 2024 is \$2,447,395.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees, Illinois Eastern Community College District No. 529, Counties of Richland, Clark, Clay, Crawford, Cumberland, Edwards, Hamilton, Jasper, Lawrence, Wabash, Wayne and White, State of Illinois, as follows:

Section 1: The aggregate amount of taxes estimated to be levied for the year 2024, exclusive of bond and interest costs, is \$9,458,261.

Section 2: The aggregate amount of taxes estimated to be levied for the year 2024, exclusive of bond and interest costs, does exceed 105% of the taxes extended by the district in the year 2023.

Section 3: The aggregate amount of taxes estimated to be levied for the year 2024 for debt service is a 44.4% increase from the taxes extended for debt service for 2023.

Section 4: Public notice shall be given in the following newspapers of general circulation in said district,

Casey Westfield Reporter, Clark County
Robinson Daily News, Crawford County
Toledo Democrat, Cumberland County
McLeansboro Gazette, Hamilton County
Lawrenceville Daily Record, Lawrence County
Wayne County Press, Edwards County & Wayne County
The Hometown Register, Clay County, Jasper County,
Richland County, Wabash County & White County

and a public hearing shall be held, all in the manner and time prescribed in said notice, which notice shall be published not more than 14 days nor less than 7 days prior to said hearing, and shall be not less than 1/8 page in size, with type no smaller than twelve (12) point, enclosed in a black border not less than ¼ inch wide and in substantially the following form:

NOTICE OF PROPOSED TAX INCREASE FOR

ILLINOIS EASTERN COMMUNITY COLLEGE DISTRICT NO. 529

- I. A public hearing to approve a proposed property tax levy increase for Illinois Eastern Community Colleges District No. 529 for 2024 will be held on December 10, 2024, at 4:30 p.m. at Olney Central College, Olney, Illinois.

Any person desiring to appear at the public hearing and present testimony to the taxing district may contact Ryan Hawkins, Chief Financial Officer, 233 East Chestnut Street, Olney, IL 62450; phone: 618.393.2982.

- II. The corporate and special purpose property taxes extended or abated for the year 2023 were \$7,682,433.

The proposed corporate and special purpose property taxes to be levied for 2024 are \$9,458,261. This represents a 23.1% increase over the previous year's extension.

- III. The property taxes extended for debt service for 2023 were \$1,694,540.

The estimated property taxes to be levied for debt service and public building commission leases for 2024 are \$2,447,395. This represents a 44.4% increase from the previous year.

- IV. The total property taxes extended or abated for 2023 were \$9,376,973.

The estimated total property taxes to be levied for 2024 are \$11,905,656. This represents a 26.9% increase over the previous year's extension.

Section 5: This resolution shall be in full force and effect forthwith upon its passage.

ADOPTED this 19th day of November 2024.

BOARD OF TRUSTEES
ILLINOIS EASTERN COMMUNITY COLLEGES
COUNTIES OF RICHLAND, CLARK, CLAY,
CRAWFORD, CUMBERLAND, EDWARDS,
HAMILTON, JASPER, LAWRENCE, WABASH,
WAYNE, AND WHITE
STATE OF ILLINOIS

By: _____
Chairman

ATTEST:

Secretary

**Illinois Eastern Community Colleges
Tax Levy History**

It is necessary to certify our tax levies for tax year 2024. This information and that of prior years is presented below to assist in evaluating next year's levy.

TAX YEAR	ACTUAL EAV	EDUCATIONAL LEVY	BUILDING LEVY	OPERATING LEVY	OPERATING TAX EXTENSION	ACTUAL EXTENSION TAX RATE	
2000	1,010,227,912	1,837,500	787,500	2,625,000	2,525,570	45.13	
2001	1,019,727,226	1,925,000	825,000	2,750,000	2,549,318	44.41	
2002	1,034,733,922	1,925,000	825,000	2,750,000	2,586,835	44.44	
2003	1,023,487,154	1,925,000	825,000	2,750,000	2,558,718	43.72	
2004	1,077,939,382	1,925,000	825,000	2,750,000	2,694,848	44.99	
2005	1,101,476,437	2,100,000	900,000	3,000,000	2,753,691	42.55	
2006	1,109,341,717	2,135,000	915,000	3,050,000	2,773,354	42.71	
2007	1,203,320,686	2,450,000	1,050,000	3,500,000	3,008,302	42.11	
2008	1,373,502,477	2,135,000	915,000	3,050,000	3,019,810	39.36	
2009	1,268,645,929	2,450,000	1,050,000	3,500,000	3,171,615	41.63	
2010	1,266,328,720	2,450,000	1,050,000	3,500,000	3,165,822	43.84	
2011	1,289,013,277	2,450,000	1,050,000	3,500,000	3,202,552	44.46	
2012	1,313,132,171	2,353,750	1,008,750	3,362,500	3,263,408	44.46	
2013	1,316,174,679	2,450,000	1,050,000	3,500,000	3,287,696	46.45	
2014	1,355,971,691	2,450,000	1,050,000	3,500,000	3,389,930	46.01	
2015	1,434,729,746	2,450,000	1,050,000	3,500,000	3,535,634	45.19	
2016	1,487,918,606	2,625,000	1,125,000	3,750,000	3,683,392	43.98	
2017	1,518,650,175	2,712,500	1,162,500	3,875,000	3,793,344	44.44	
2018	1,582,056,888	2,825,000	1,226,500	4,051,500	3,955,636	44.12	
2019	1,676,407,734	2,925,000	1,270,000	4,195,000	4,182,306	43.01	
2020	1,761,041,185	3,115,000	1,325,000	4,440,000	4,402,603	42.48	
2021	1,840,036,736	3,175,000	1,375,000	4,550,000	4,550,000	42.36	
2022	1,984,266,679	3,325,000	1,435,000	4,760,000	4,788,471	40.47	
2023	2,192,403,436	3,750,000	1,610,000	5,360,000	5,360,000	42.75	
						43.54	Average
Estimated:							
2024	2,389,870,634	4,350,000	1,900,000	6,250,000	5,974,677	48.66	(Estimated)

In addition to the Educational and Building Fund, our certificate of tax levy will carry the statement that an additional levy must be made by each county clerk for each of the outstanding bond issuances, for insurance purposes: (tort liability, Medicare, worker's compensation and unemployment), for protection health and safety purposes, and for financial audit purposes.

MEMORANDUM

TO: IECC Board of Trustees

FROM: Ryan Gower, Chancellor

DATE: November 19, 2024

SUBJECT: Resolution of Real Estate Ownership Between WVC and WVC Foundation

Over the past few years, Wabash Valley College (WVC) and the WVC Foundation have worked to clarify real estate ownership on and around the WVC campus. The original transfer of real estate from the Foundation to Illinois Eastern Community Colleges (IECC) occurred on July 16, 1985. However, ambiguities in property boundaries and ownership have persisted, particularly in areas such as **Main Hall, the parking lot, soccer field, Small World building, and Administration Building**.

Recent communications and research by WVCF counsel and surveyors have shed light on these discrepancies and offer a pathway to resolve ownership ambiguities. These efforts aim to eliminate confusion about which properties are owned by IECC versus the Foundation, ensuring clarity for future operations and projects.

Exhibit 1: The Foundation's original deed on July 16, 1985, conveyed four tracts of land to IECC. However, parts of Main Hall, the parking lot, and other areas were not clearly included in the transfer.

Exhibit 2: Emails between attorney Michael Witters and HLR surveyor Brian Schuh confirm that Valley Gardens housing is located on Tract 2, which was conveyed in 1985.

Exhibit 3: An aerial map provides visual clarification of property boundaries, including Valley Gardens.

Exhibit 4: A proposed plat outlines two tracts to be deeded from the WVC Foundation to IECC, cleaning up ownership discrepancies while accounting for redundancies in prior transfers.

Exhibit 5: Legal descriptions for the proposed deeds, clarifying the property shown in Exhibit 4.

Exhibit 6: Boundaries (marked in blue) indicate real estate to be retained by the WVC Foundation under the proposed resolution.

I ask that the Board of Trustees authorize the Chancellor to work with the WVC Foundation to execute the deeds for the tracts outlined in Exhibit 4, formalizing ownership of Main Hall, the parking lot, and other areas already in use by WVC.

RG

The Grantor, WABASH VALLEY COLLEGE FOUNDATION, an Illinois Not-For-Profit Corporation, of the City of Mt. Carmel, County of Wabash and State of Illinois, for and in consideration of TEN DOLLARS (\$10.00) and other good and valuable considerations, CONVEYS and WARRANTS to BOARD OF TRUSTEES OF ILLINOIS EASTERN COMMUNITY COLLEGES DISTRICT NO. 529 the following described real estate:

Tract #1. A part of Lot Number Nine (9) of Section Eighteen (18), Township One South (T1S), Range Twelve West (R12W) of the Second Principal Meridian (2nd P.M.), Wabash County, Illinois, described as follows: Commencing at the North-east corner of Lot Number Four (4) as shown by Plat Record 1, Page 60, in the records of Wabash County Recorder, thence North a distance of 45 feet to a point; thence East a distance of 400 feet to a point; thence South a distance of 200 feet to a point; thence West a distance of 400 feet to a point; thence North 155 feet to the point of beginning, containing 1.836 acres, subject to a mortgage;

Tract #2. A part of Lot Eight (8) and Lot Nine (9) of Section Eighteen (18), Township One South (T1S), Range Twelve West (R12W) of the Second Principal Meridian (2nd P.M.), Wabash County, Illinois, described as follows: Commencing at a point of beginning 193 feet North of the Northeast corner of Lot Four (4), as shown by Plat Record 1, Page 60, in the records of Wabash County Recorder, thence North a distance of 820.28 feet to a point; thence East a distance of 400 feet to a point; thence South a distance of 820.28 feet to a point; thence West a distance of 400 feet to the point of beginning, containing 7.624 acres;

Tract #3. A parcel of land measuring 180 feet in width by 380 feet in length located on the Westerly side of the intersection formed by Oak Street and College Drive in the City of Mt. Carmel, County of Wabash and State of Illinois, upon which parcel is situated the David L. Hart Student Union Building;

Tract #4. A part of Tract No. 1 situated in the East Half ($E\frac{1}{2}$) of the Northeast Quarter ($NE\frac{1}{4}$) of Section Thirty (30), Township One South (T1S), Range Twelve West (R12W) of the Second Principal Meridian (2nd P.M.), Wabash County, Illinois, as shown in Plat Book 1, at Page 69, in the Office of the Recorder of Wabash County, Illinois, more specifically described as follows: Commencing at a point of beginning at an iron pin at the Southwest corner of aforesaid Tract No. 1; thence North 2 degrees 18 minutes West a distance of 911.44 feet to a point; thence South 30 degrees 49 minutes East a distance of 800.86 feet to a point on the North right-of-way line of SBI Route No. 1; thence Southwesterly along the said North right-of-way line a distance of 435.13 feet to the point of beginning, containing 4.00 acres, more or less.

IN WITNESS WHEREOF, said Grantor has caused its corporate seal to be hereto affixed, and has caused its name to be signed to these presents by its President and attested by its Secretary this 16th day of July, 1985.



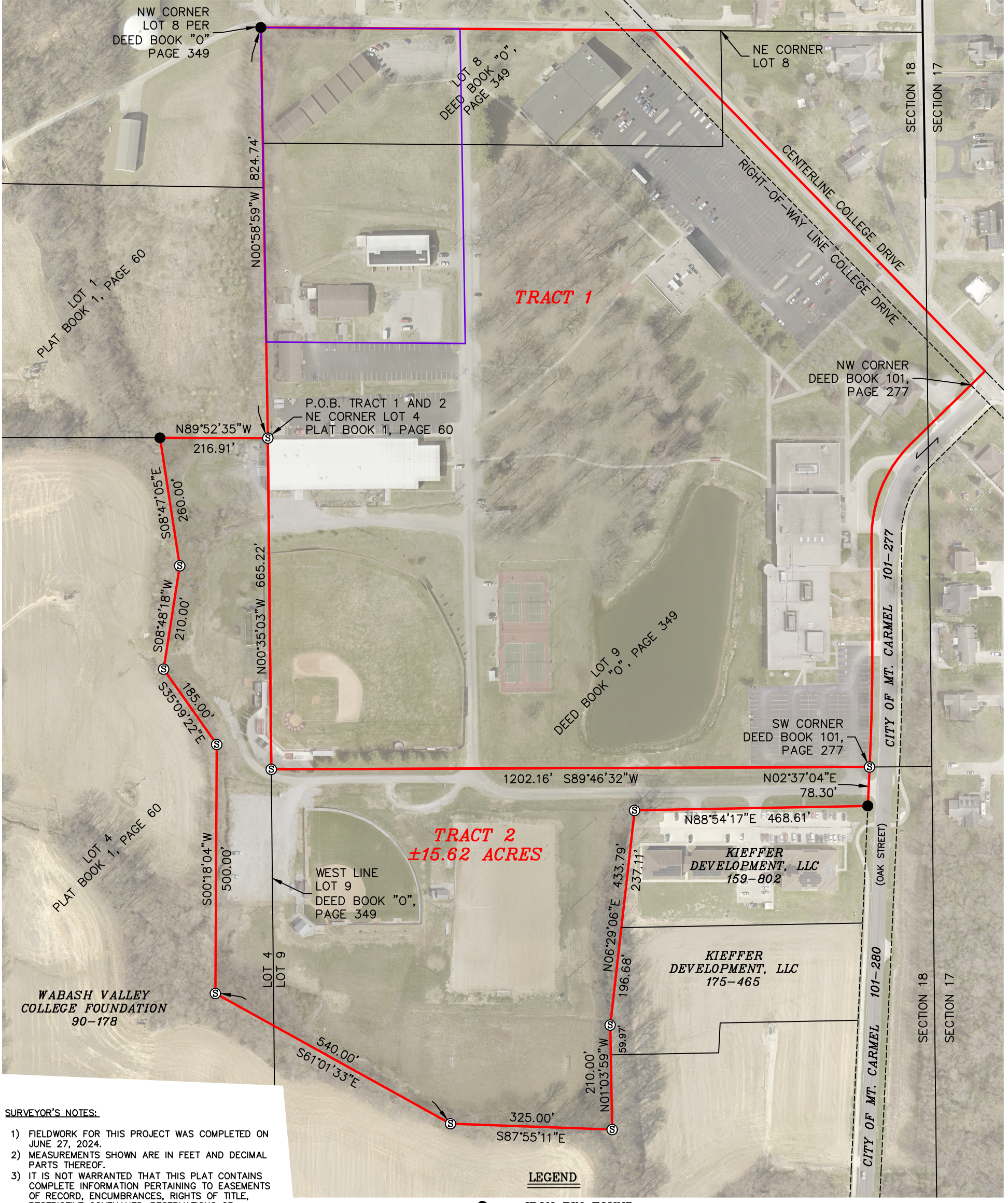
by Judith L. Elders
Its President

WABASH VALLEY COLLEGE FOUNDATION,
an Illinois Not-For-Profit Corporation

Its Secretary

PREPARED BY:
William E. Hoffee
Fairfield, Illinois

PLAT OF SURVEY
 OF A PART OF THE EAST 1/2 OF SECTION 18
 AND A PART OF THE SOUTHWEST 1/4 OF SECTION 17
 ALL IN TOWNSHIP 1 SOUTH, RANGE 12 WEST
 OF THE SECOND PRINCIPAL MERIDIAN,
 WABASH COUNTY, ILLINOIS



- SURVEYOR'S NOTES:**
- 1) FIELDWORK FOR THIS PROJECT WAS COMPLETED ON JUNE 27, 2024.
 - 2) MEASUREMENTS SHOWN ARE IN FEET AND DECIMAL PARTS THEREOF.
 - 3) IT IS NOT WARRANTED THAT THIS PLAT CONTAINS COMPLETE INFORMATION PERTAINING TO EASEMENTS OF RECORD, ENCUMBRANCES, RIGHTS OF TITLE, RESTRICTIVE COVENANTS, RESERVATIONS OR RIGHTS-OF-WAY. A TITLE OPINION OR TITLE INSURANCE SHOULD BE OBTAINED FOR COMPLETE INFORMATION.
 - 4) I HEREBY CERTIFY THAT THIS PLAT IS A TRUE REPRESENTATION OF A SURVEY MADE UNDER MY DIRECT SUPERVISION AND IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND ABILITY.
 - 5) THIS PLAT SHALL NOT BE VALID WITHOUT THE SEAL AND SIGNATURE OF THE SURVEYOR NOTED.
 - 6) ACCESS EASEMENT IS ON SHEET 2. DESCRIPTIONS ARE ON SHEET 3.

- LEGEND**
- IRON PIN FOUND
 - Ⓢ IRON PIN SET WITH SURVEYORS IDENTIFICATION CAP STAMPED
 - P.O.B. POINT OF BEGINNING



BEARINGS BASED ON
 NAD83 ILLINOIS EAST STATE
 PLANE COORDINATE SYSTEM

0' 100' 200' 300'


SCALE 1" = 200'



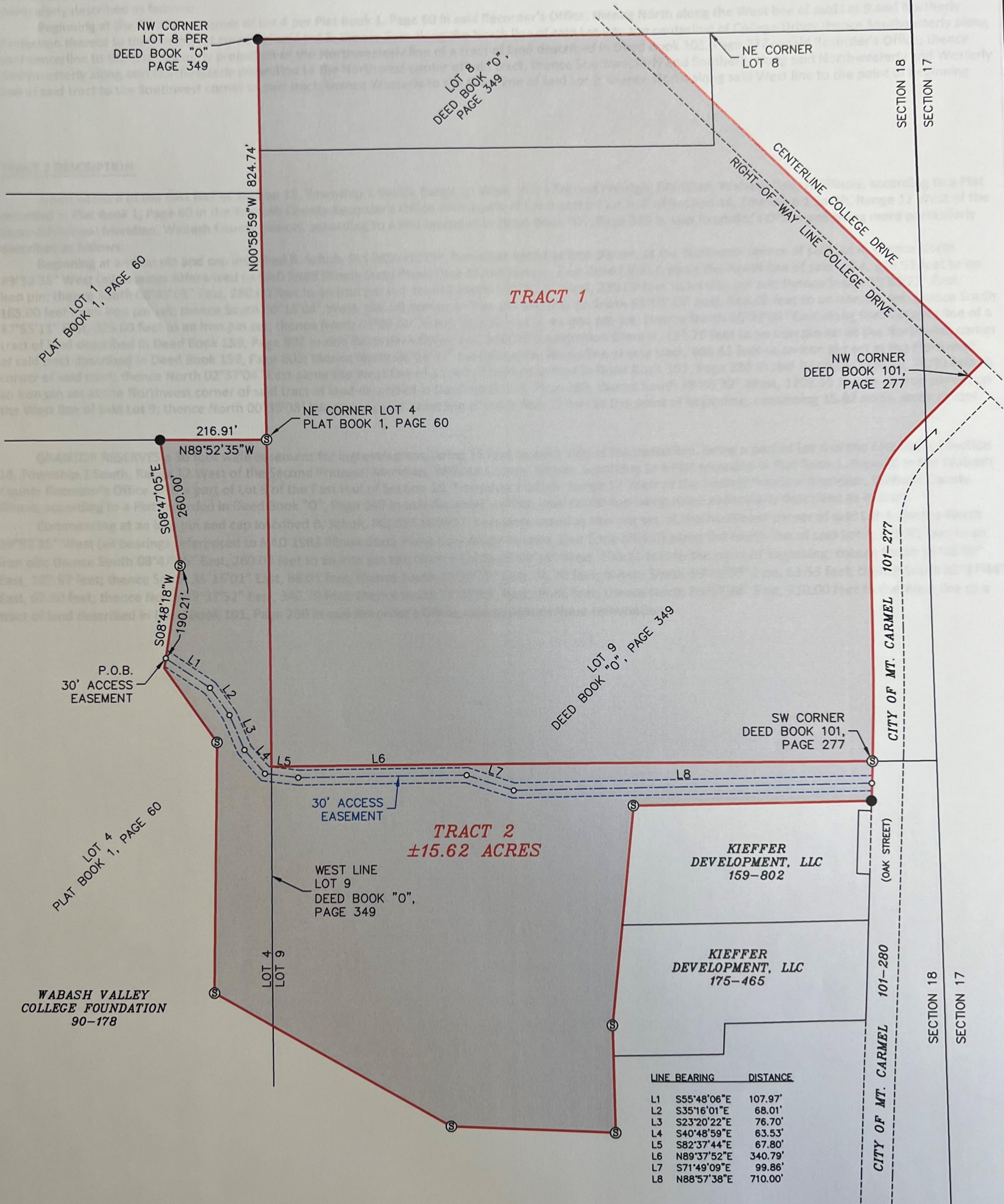
This professional service conforms to the current Illinois minimum standards for a boundary survey. This is a plat of survey made by me on July 10, 2024 for Wabash Valley College Foundation.

Brian R. Schuh 07-10-2024

Brian R. Schuh, PLS ILLINOIS LICENSE NO. 035.003927
 License Expiration Date 11/30/2024

 Hampton, Lenzi and Renwick, Inc. <small>Civil & Structural Engineers · Land Surveyors · Environmental Services</small> <small>ELGIN · SPRINGFIELD · CRYSTAL LAKE · MT CARMEL</small> <small>www.hlrengineering.com</small>	PROJECT NO: 24.0197.220	
	MT. CARMEL OFFICE	
	323 WEST THIRD STREET P.O. BOX 160 MT. CARMEL, ILLINOIS 62863 PHONE: 618.262.8651	
Illinois Professional Design Firm #184.000959	Drawn By: BRS	SCALE: 1" = 200'
SHEET 1 OF 3	Checked By: BRS	
	Date: 7/10/2024	

PLAT OF SURVEY
 OF A PART OF THE EAST 1/2
 OF SECTION 18, TOWNSHIP 1 SOUTH, RANGE 12 WEST
 OF THE SECOND PRINCIPAL MERIDIAN,
 WABASH COUNTY, ILLINOIS



LINE BEARING	DISTANCE
L1 S55°48'06"E	107.97'
L2 S35°16'01"E	68.01'
L3 S23°20'22"E	76.70'
L4 S40°48'59"E	63.53'
L5 S82°37'44"E	67.80'
L6 N89°37'52"E	340.79'
L7 S71°49'09"E	99.86'
L8 N88°57'38"E	710.00'



LEGEND

- IRON PIN FOUND
- Ⓢ IRON PIN SET WITH SURVEYORS IDENTIFICATION CAP STAMPED
- CALCULATED POINT
- P.O.B. POINT OF BEGINNING

HLR
 Hampton, Lenzini and Renwick, Inc.
 Civil & Structural Engineers, Land Surveyors, Environmental Services
 ELGIN, SPRINGFIELD, CRYSTAL LAKE, MT. CARMEL
 www.hltrengineering.com

PROJECT NO: 24.0197.220
 MT. CARMEL OFFICE
 323 WEST THIRD STREET
 P.O. BOX 160
 MT. CARMEL, ILLINOIS 62863
 PHONE: 618.262.8651

BEARINGS BASED ON
 NAD83 ILLINOIS EAST STATE
 PLANE COORDINATE SYSTEM

TRACT 1 DESCRIPTION:

A part of Lots 8 and 9 of the East Half of Section 18 according to a Plat recorded in Deed Book "O", Page 349 in the Wabash County Recorder's Office and a part of the Southwest Quarter of Section 17, all in Township 1 South, Range 12 West of the Second Principal Meridian, Wabash County, Illinois, and being more particularly described as follows:

Beginning at the Northeast corner of Lot 4 per Plat Book 1, Page 60 in said Recorder's Office; thence North along the West line of said Lot 9 and Northerly projection thereof to the Northwest corner of said Lot 8; thence East along the North line of said Lot 8 to the centerline of College Drive; thence Southeasterly along said centerline to the Northeasterly projection of the Northwesterly line of a tract of land described in Deed Book 101, Page 277 in said Recorder's Office; thence Southwesterly along said Northeasterly projection to the Northwest corner of said tract; thence Southwesterly and Southerly along said Northwesterly and Westerly line of said tract to the Southwest corner of said tract; thence Westerly to the West line of said Lot 9; thence North along said West line to the point of beginning.

TRACT 2 DESCRIPTION:

A part of Lot 4 of the East Half of Section 18, Township 1 South, Range 12 West of the Second Principal Meridian, Wabash County, Illinois, according to a Plat recorded in Plat Book 1, Page 60 in the Wabash County Recorder's Office AND a part of Lot 9 of the East Half of Section 18, Township 1 South, Range 12 West of the Second Principal Meridian, Wabash County, Illinois, according to a Plat recorded in Deed Book "O", Page 349 in said Recorder's Office and being more particularly described as follows:

Beginning at an iron pin and cap inscribed B. Schuh, PLS 035.003927, hereafter noted as iron pin set, at the Northeast corner of said Lot 4; thence North 89°52'35" West (all bearings referenced to NAD 1983 Illinois State Plane Coordinate System, East Zone (2011)) along the North line of said Lot 4, 216.91 feet to an iron pin; thence South 08°47'05" East, 260.00 feet to an iron pin set; thence South 08°48'18" West, 210.00 feet to an iron pin set; thence South 35°09'22" East, 185.00 feet to an iron pin set; thence South 00°18'04" West, 500.00 feet to an iron pin set; thence South 61°01'33" East, 540.00 feet to an iron pin set; thence South 87°55'11" East, 325.00 feet to an iron pin set; thence North 01°03'59" West, 210.00 feet to an iron pin set; thence North 06°29'06" East along the Westerly line of a tract of land described in Deed Book 159, Page 802 in said Recorder's Office and Southerly projection thereof, 433.79 feet to an iron pin set at the Northwest corner of said tract described in Deed Book 159, Page 802; thence North 88°54'17" East along the North line of said tract, 468.61 feet to an iron pin set at the Northeast corner of said tract; thence North 02°37'04" East along the West line of a tract of land described in Deed Book 101, Page 280 in said Recorder's Office, 78.30 feet to an iron pin set at the Northwest corner of said tract of land described in Deed Book 101, Page 280; thence South 89°46'32" West, 1202.15 feet to an iron pin set on the West line of said Lot 9; thence North 00°35'08" West along said West line of Lot 9, 665.22 feet to the point of beginning, containing 15.62 acres, more or less.

GRANTOR RESERVES a 30 foot wide easement for ingress/egress, being 15 feet on each side of the centerline, being a part of Lot 4 of the East Half of Section 18, Township 1 South, Range 12 West of the Second Principal Meridian, Wabash County, Illinois, according to a Plat recorded in Plat Book 1, Page 60 in the Wabash County Recorder's Office AND a part of Lot 9 of the East Half of Section 18, Township 1 South, Range 12 West of the Second Principal Meridian, Wabash County, Illinois, according to a Plat recorded in Deed Book "O", Page 349 in said Recorder's Office, said centerline being more particularly described as follows:

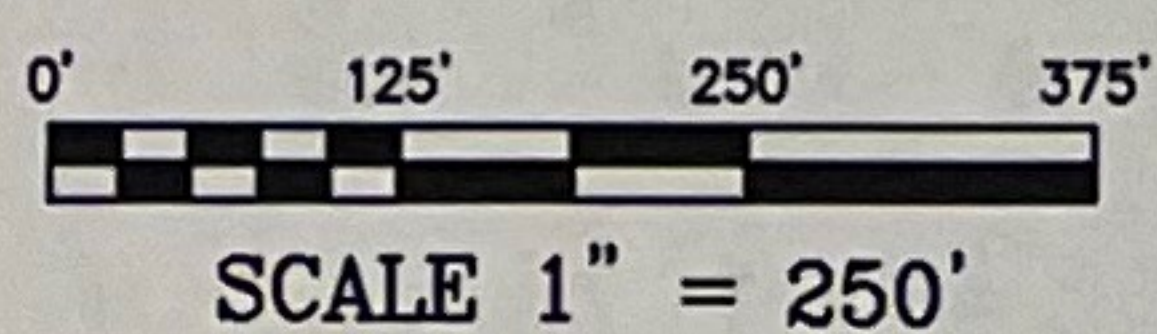
Commencing at an iron pin and cap inscribed B. Schuh, PLS 035.003927, hereafter noted as iron pin set, at the Northeast corner of said Lot 4; thence North 89°52'35" West (all bearings referenced to NAD 1983 Illinois State Plane Coordinate System, East Zone (2011)) along the North line of said Lot 4, 216.91 feet to an iron pin; thence South 08°47'05" East, 260.00 feet to an iron pin set; thence South 08°48'18" West, 190.21 feet to the point of beginning; thence South 55°48'06" East, 107.97 feet; thence South 35°16'01" East, 68.01 feet; thence South 23°20'22" East, 76.70 feet; thence South 40°48'59" East, 63.53 feet; thence South 82°37'44" East, 67.80 feet; thence North 89°37'52" East, 340.79 feet; thence South 71°49'09" East, 99.86 feet; thence North 88°57'38" East, 710.00 feet to the West line of a tract of land described in Deed Book 101, Page 280 in said Recorder's Office, said easement there terminating.

WABASH VALLEY COLLEGE FOUNDATION PROPERTY



LEGEND

- DEEDED PROPERTY
- - - EASEMENT



NOTE:

IT IS NOT WARRANTED THAT THIS MAP CONTAINS COMPLETE INFORMATION PERTAINING TO EASEMENTS OF RECORD, ENCUMBRANCES, RIGHTS OF TITLE, RESTRICTIVE COVENANTS, RESERVATIONS OR RIGHTS-OF-WAY. A TITLE OPINION OR TITLE INSURANCE SHOULD BE OBTAINED FOR COMPLETE INFORMATION.

BID COMMITTEE REPORT

November 19, 2024

TLB West Richland Center

1. TLB WRC HVAC Units Replacement

TO: Board of Trustees

FROM: Bid Committee

DATE: November 19, 2024

RE: TLB WRC HVAC Units Replacement

The following bid recommendation is based on the lowest responsible bid, considering conformity with specifications, terms of delivery, quality, and serviceability.

The Bid Committee recommends accepting the bid from Read's, Inc. for \$16,405.00 and \$11,205.00 for a total of \$27,610.

TLB WRC HVAC Units Replacement		
Company	Base Bid	Alternate
All-Pro Tuscola, IL	\$20,825.00	\$12,545.00
Alpha Mechanical Service LLC Louisville, KY	\$31,844.00	\$17,520.00
Dan's Electric Shop Noble, IL	\$20,346.04	\$14,008.94
Davis-Houck Mechanical, Inc. Urbana, IL	\$30,945.00	\$21,945.00
Read's, Inc. Olney, IL	\$16,405.00	\$11,205.00

Respectfully submitted,

Ryan Gower
Ryan Hawkins
Sonja Wease

Department: Operations and Maintenance.

Source of Funds: TLB WRC budget.

Rationale for Purchase: The lowest responsible bidder in conformity with specifications.

The two roof top units (RTU) included in this project were included in the FY2024-2025 TLB WRC O & M budget as part of the long-term plan of replacing the facility RTUs, which are beyond typical life cycle, to address the deferred maintenance associated with these units.

The "Advertisement for Bids" was placed in The Hometown Register for one (1) day. In addition, individual invitations to bid were sent directly to potential vendors.

REQUEST FOR PROPOSAL

ILLINOIS EASTERN COMMUNITY COLLEGES

TIME AND PLACE OF BIDS

Notice is hereby given that sealed bids for Terry L. Bruce West Richland Center HVAC Units Replacement shall be received at the office of the Owner: Illinois Eastern Community Colleges District 529, 233 East Chestnut Street, Olney, IL 62450 until 2:00 p.m. local time, on Thursday, November 7, 2024, and then publicly opened. The Owner reserves the right to accept or reject any bid or waive informality or errors in bidding, to award the contract to his interests, and to hold the bids for a period of thirty (30) days from the bid date.

PRE-BID MEETING / SITE VISIT

A pre-bid meeting is scheduled for Thursday, October 24, 2024, at 10:00 a.m. at Terry L. Bruce West Richland Center HVAC Units Replacement, 320 East North Avenue, Noble, IL 62868. A walk through of the proposed project site will take place as part of the pre-bid meeting.

Attendance of the scheduled pre-bid meeting or a separate/additional site visit is not a requirement of submitting a bid proposal, but it is the responsibility of the contractor to field verify measurements of the installation areas as well as to provide all labor, materials, equipment, and tools necessary for the complete project. If a site visit, other than the scheduled pre-bid meeting, is desired prior to submitting a bid, schedule a visit with Arron Brown, TLB WRC O&M Team Leader, to determine an acceptable date and time. Mr. Brown can be contacted at (618) 204-9073. Any questions concerning anything contained herein should be directed, in writing, to Nicholas Knapp, Construction Project Manager, at 233 E. Chestnut, Olney, IL 62450. Questions may also be submitted to bids@iecc.edu. Please include TERRY L. BRUCE WEST RICHLAND CENTER HVAC UNITS REPLACEMENT in the subject line of any inquiry. The deadline for questions is 2:00 p.m., Friday, November 1, 2024.

ADDENDUM

If it becomes necessary to revise any part of the RFP, an official written addendum will be issued by Illinois Eastern Community Colleges to all bidders of record.

Vendor must clearly understand that any verbal representation made or assumed to be made during any oral discussion held between vendor's representative and any Illinois Eastern Community Colleges personnel is not binding. Only the information issued in writing and added to the Request for Proposal specifications file by an official written addendum are binding.

METHOD OF BIDDING

Bids should include all items bid as one contract price. Bidders shall examine all documents contained herein. Failure to do so will not relieve a successful bidder of his obligation to provide all labor, materials, training, and support necessary to carry out the provision of his contract for the sum stated thereon. Each bidder, by submitting a bid, represents that they have received, read, and understand the bidding documents.

SCOPE OF WORK

The scope of this bid is to provide all materials, labor, and equipment required to remove the existing RTU #2, Carrier 50HJQ008---601, being replaced on the roof of the existing one-story building and provide all

materials, labor, and equipment required to install the new 7.5-Ton RTU and associated accessories as required for a complete and operable system.

The bid proposal shall include, but not necessarily be limited to:

- Recover refrigerant from existing system and dispose of per EPA guidelines.
- Demo and remove Carrier Heat Pump RTU using crane.
- Furnish and install Heat Pump RTU of equal or greater specifications as existing unit being replaced, including, but not necessarily limited to, heating kits specifications, power connection type, louvered hail guards, economizers specifications, 460V-3Phase-60Hz, cooling stages, communicating control compatible with existing thermostat, and nominal capacity (7.5-ton unit).
- Reconnect electric to new RTU.
- Connect new unit to existing thermostat. Provide new control wire as required.
- Perform start-up of new equipment.

The new unit shall properly fit the existing curb system as per manufacturer's recommendations, or a new curb system and the associated roof modification scope shall be included to install new unit curb per manufacturer's recommendations.

The new unit shall properly attach to the existing duct work, or the appropriate duct modifications shall be included to meet the unit manufacturer's recommendations.

Manufacturers:

A. Basis of Design: Carrier

B. Acceptable Manufacturers:

- 1) Aeon
- 2) Carrier
- 3) Trane

ALTERNATE

ALTERNATE 1:

The scope of this bid is to provide all materials, labor, and equipment required to remove the existing RTU #8, Carrier 50HJQ005---601, being replaced on the roof of the existing one-story building and provide all materials, labor, and equipment required to install the new 4-Ton RTU and associated accessories as required for a complete and operable system.

The bid proposal shall include, but not necessarily be limited to:

- Recover refrigerant from existing system and dispose of material as per EPA guidelines.
- Demo and remove existing Carrier Heat Pump RTU using crane.
- Furnish and install Heat Pump RTU of equal or greater specifications as existing unit being replaced, including, but not necessarily limited to, heating kits specifications, power connection type, louvered hail guards, economizers specifications, 460V-3Phase-60Hz, cooling stages, communicating control compatible with existing thermostat, and nominal capacity (4-ton unit).
- Reconnect electric to new RTU.
- Connect new unit to existing thermostat. Provide new control wire as required.
- Perform start-up of new equipment.

The new unit shall properly fit the existing curb system as per manufacturer’s recommendations, or a new curb system and the associated roof modification scope shall be included to install new unit curb per manufacturer’s recommendations.

The new unit shall properly attach to the existing duct work, or the appropriate duct modifications shall be included to meet the unit manufacturer’s recommendations.

Manufacturers:

A. Basis of Design: Carrier

B. Acceptable Manufacturers:

- 1) Aaon
- 2) Carrier
- 3) Trane

All Base Bid and Alternate #1 work shall comply with all applicable Federal, State, and local codes. The contractor shall provide all safeguards, safety devices, protective equipment, and shall take any other actions reasonably necessary to protect the life and health of persons working at the site of the project, the safety of the public, and to protect property in connection with the performance of the work covered by the contract.

See attached project location maps, scope narrative, existing pictures, and RTU location roof plan associated with the scope of this project.

PREPARATION OF BIDS

All bids must be submitted on the bid form contained herein. Bids shall be delivered in a sealed opaque envelope showing the bidders’ name and address and the name of the project.

Bid submissions should detail all materials included as part of bid.

METHOD OF BID EVALUATION

The IECC Board of Trustees reserves the right to reject all bids or parts of bids, and to waive informalities therein. Bids will be awarded to the lowest responsible bidder in conformity with bid specifications.

INSURANCE

The successful bidder will be required to furnish a certificate of insurance, naming Illinois Eastern Community Colleges as an additional insured as primary and non-contributory to any other insurance available, in the following amounts:

1. Workers’ Compensation	Statutory Limits, with Waiver of Subrogation
2. Employer’s Liability	\$1,000,000
3. Comprehensive General Liability & Property Damage including: a. Personal Injury Liability b. Blanket Broad Form Contractual Liability c. Independent Contractors d. Products and Completed Operations	\$1,000,000, with Waiver of Subrogation
4. Automobile Liability	\$1,000,000 combined and single limit

5. Owner’s and Contractor’s Protective Liability Insurance to protect the Owner and Architect, their agents, consultants, and employees from contingent responsibility and liability arising from work performed under the contract.	\$1,000,000
--	-------------

SALES TAX

Retailers Occupational Sales Taxes **are not** applicable for this project.

PREVAILING WAGE

Illinois Eastern Community Colleges is a unit of local government, and as such, any contract for public works is subject to the Illinois Prevailing Wage Act. The Prevailing Wage Act regulates wages of laborers, mechanics, and other workers employed under contract for public work. It is the bidder’s responsibility to bid all work pursuant to laws and regulations outlined in the Illinois Prevailing Wage Act.

With each Application for Payment the Contractor shall submit certified payrolls for the period covered by the present Application for Payment to the Owner to demonstrate prevailing wage payrolls for each worker that works on this project.

SHIPPING & HANDLING

All freight and delivery must be included in bid.

SPECIAL PROVISIONS

Nondiscrimination: There will be no discrimination on the basis of race, color, religion, sex, sexual orientation, gender identity or national origin by the owner or contractor.

Certification of Eligibility: Prior to contract award, all bidders must certify that neither it nor any person or firm that has an interest in the bidder’s firm is a person or firm ineligible to be awarded Government contracts by virtue of section 3(a) of the Davis-Bacon Act of 29 CFR 5.12(a)(1).

No subcontracts shall be made to any person or firm ineligible to be awarded Government contracts by virtue of section 3(a) of the Davis-Bacon Act of 29 CFR 5.12(a)(1).

The penalty for making false statement is prescribed in the U.S. Criminal Code, 18 U.S.C. 1001.

Debarment, Suspension, Ineligibility, and Voluntary Exclusions: No contract will be awarded to a bidder, nor its principals, that is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

Illinois Eastern Community Colleges has an aspirational goal that **20%** of this project’s material and/or labor will involve small, minority-owned, veteran-owned, and/or women-owned businesses in the procurement process. Prime contractors that do not meet the eligibility criteria as a Business Enterprise Program, are encouraged to utilize sub-contractors who do qualify or to utilize material vendors that qualify. To qualify as

a Business Enterprise Program entity, prime or subcontractors must be certified by the Department of Central Management Services of the State of Illinois as BEP vendors prior to contract award. Go to (<http://www2.illinois.gov/cms/business/sell2/bep/Pages/default.aspx>) for complete requirements for BEP certification.

Bids submitted with small, minority-owned, veteran-owned, and/or women-owned (BEP) business participation; whether as primary contractor, sub-contractor, material vendor, etc.; should indicate the percentage of work associated with the BEP businesses.

BID FORM

Following Board approval, bids will be awarded on November 20, 2024.

ALL FREIGHT, SHIPPING, DELIVERY, AND HANDLING CHARGES ARE TO BE INCLUDED IN BID TOTAL AND DELIVERED TO TRRY L. BRUCE WEST RICHLAND CENTER, 320 EAST NORTH AVENUE, NOBLE, ILLINOIS 62868. THE QUOTATION, AS SUBMITTED ON THIS FORM, WILL REMAIN FIRM FOR 30 DAYS FROM THE DATE QUOTATION IS RECEIVED BY ILLINOIS EASTERN COMMUNITY COLLEGES.

BASE BID MATERIALS \$ _____

BASE BID LABOR \$ _____

TOTAL BASE BID \$ _____
(MATERIALS AND LABOR)

ALTERNATE #1 (UNIT #8 REPLACEMENT SCOPE OF WORK)

ALTERNATE #1 BID MATERIALS \$ _____

ALTERNATE #1 BID LABOR \$ _____

TOTAL ALTERNATE #1 BID \$ _____
(MATERIALS AND LABOR)

ESTIMATED TIME TO COMPLETE IN DAYS _____

ESTIMATED START DATE IF AWARDED ON OR ABOUT NOVEMBER 20, 2024 _____

ACKNOWLEDGEMENT OF ADDENDUM RECEIVED _____
(IF APPLICABLE)

SIGNATURE _____

PRINT NAME _____

COMPANY _____

ADDRESS _____

TELEPHONE _____

FAX _____

DATE _____

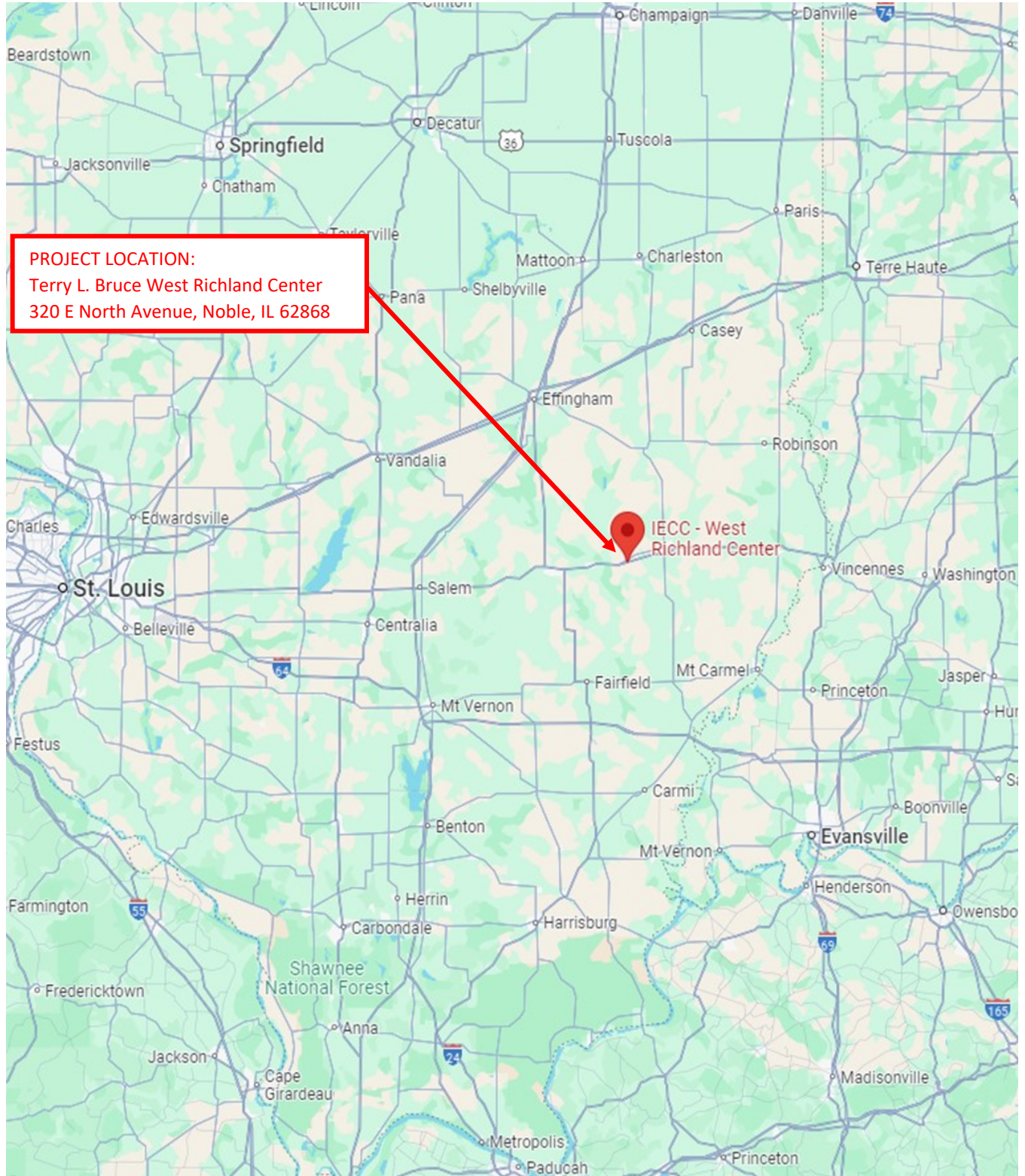
Any Certified Vendor (Primary Contractor, Sub-Contractors, or Procurement/Material Vendors) in accordance with the Business Enterprise Program (BEP) for Minorities, Females, and Persons with Disabilities Act:

Yes No If yes, you must attach a copy of the current letter of certification.

Percentage of overall work (material and/or labor) being provided by BEP Certified Vendor(s) % _____

**Illinois Eastern Community Colleges
Terry L. Bruce West Richland Center
HVAC Units Replacement**

Project Location Map



**Illinois Eastern Community Colleges
Terry L. Bruce West Richland Center
HVAC Units Replacement**

Campus Project Location



**Illinois Eastern Community Colleges
Terry L. Bruce West Richland Center
HVAC Units Replacement**

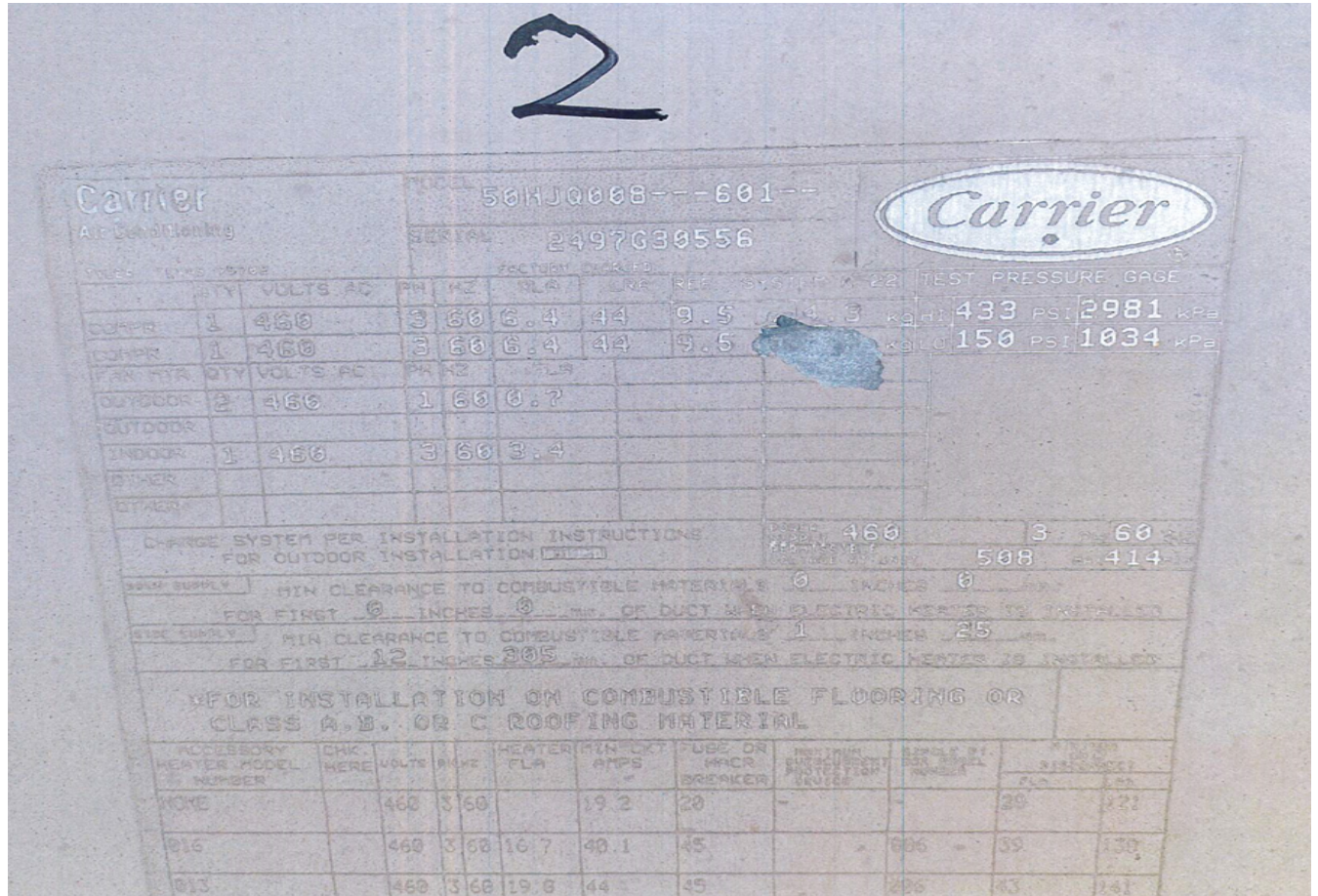
Scope Narrative

1. **Demolition Work:** Contractor shall remove existing HVAC unit system, noted within the scope of work description in this invitation to bid, in its entirety.
2. **Execution of Work:** The contractor shall coordinate the performance of all work 10 working days in advance. The contractor shall be responsible for protection of adjacent surfaces and areas not to receive work. The contractor will be responsible for providing and furnishing all equipment needed to perform the work of the project.
3. **Disposal of Materials:** The contractor shall be responsible for disposal of all materials and removal from the property.
4. **Clean-up:** The contractor shall keep worksite clear of debris and/or material during the work and shall accomplish clean-up of the worksite at the end of each day. Materials removed or demolished shall not be allowed to accumulate on the jobsite.
5. **Standard of Workmanship:** The contractor shall perform all work in accordance with applicable codes and manufacturers' recommendations. Contractor is responsible for any/all permits required. Contact the Village of Noble for local license and permit requirements. Workmanship shall be of the highest grade throughout this project. Any adjacent materials, roofing surface, pavement surface, yard damage, etc., due to the contractor's operations and failure to adequately protect the area, shall be corrected to its original condition by the contractor at no cost to IECC.
6. **Warranty:** Contractor shall provide one (1) year warranty to guarantee all work required and performed for this project from date of substantial completion agreed to between the owner and contractor. Standard manufacturer warranties shall also be provided. Contractor shall provide warranty letter(s) and project equipment O&M Manuals as part of project close-out.
7. **Safety:** All work shall comply with all applicable Federal, State, and local codes. All work shall be accomplished in strict compliance with OSHA Safety Standards. The contractor shall provide all safeguards, safety devices, protective equipment, and shall take any other actions reasonably necessary to protect the life and health of persons working at the site of the project, the safety of the public, and to protect property in connection with the performance of the work covered by the contract. The project is located at facility that will remain in operation during the project. Please note that the existing parking lots, drives, and building exits shall remain open throughout the project.
8. **Point of Contact:** Nicholas Knapp, Illinois Eastern Community Colleges, Construction Project Manager.
9. **Measurements:** It shall be the responsibility of the contractor to field-verify conditions, dimensions, and necessary material quantities prior to bid of this project. See pictures and roof plan for additional information.
10. **Basis of Design:** Carrier, as noted within the scope of work description in this invitation to bid.

**Illinois Eastern Community Colleges
Terry L. Bruce West Richland Center
HVAC Units Replacement**

Pictures of Existing Conditions

Base Bid - Unit #2

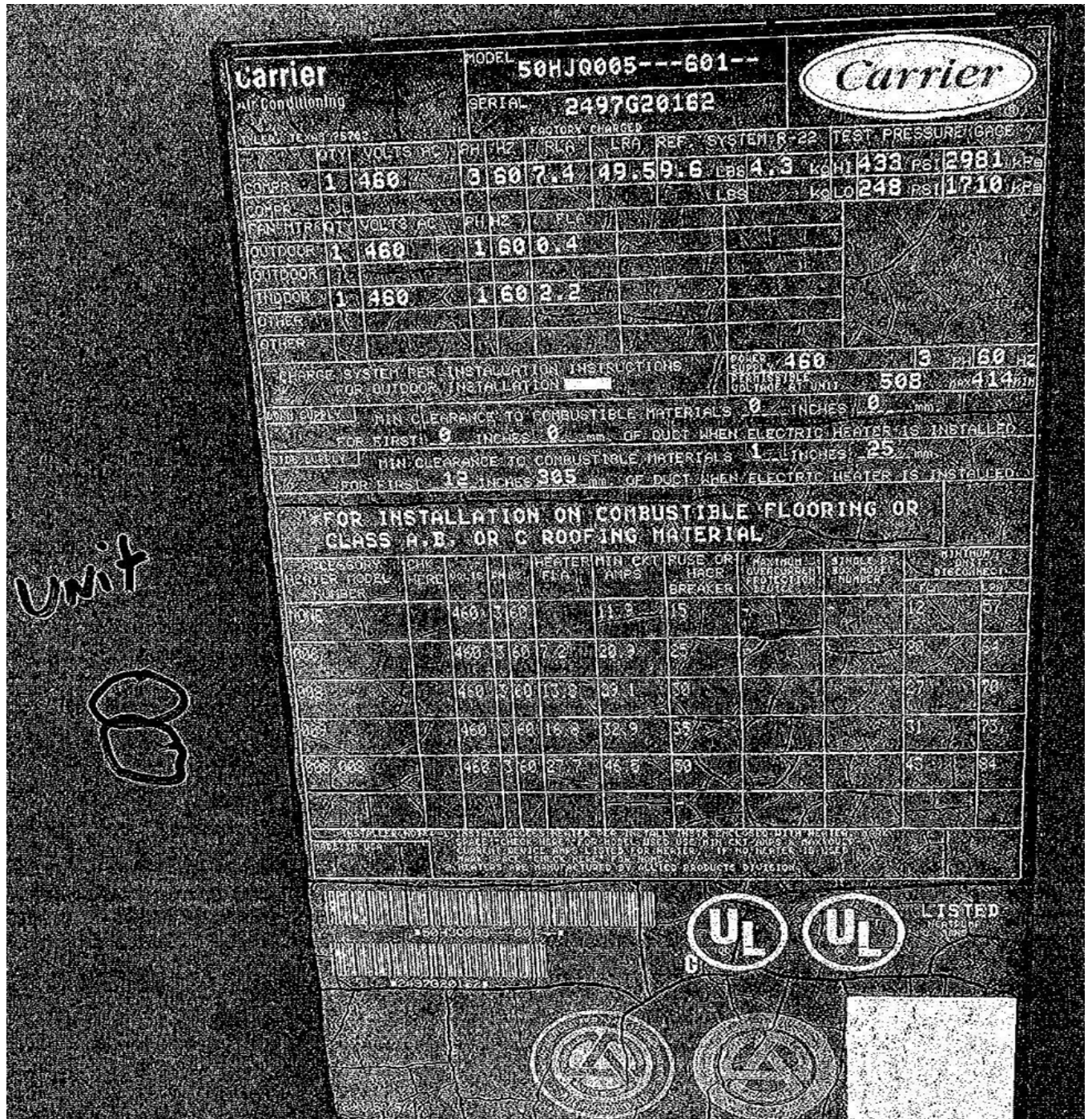




Illinois Eastern Community Colleges
 Terry L. Bruce West Richland Center
 HVAC Units Replacement

Pictures of Existing Conditions

Alternate 1 - Unit #8

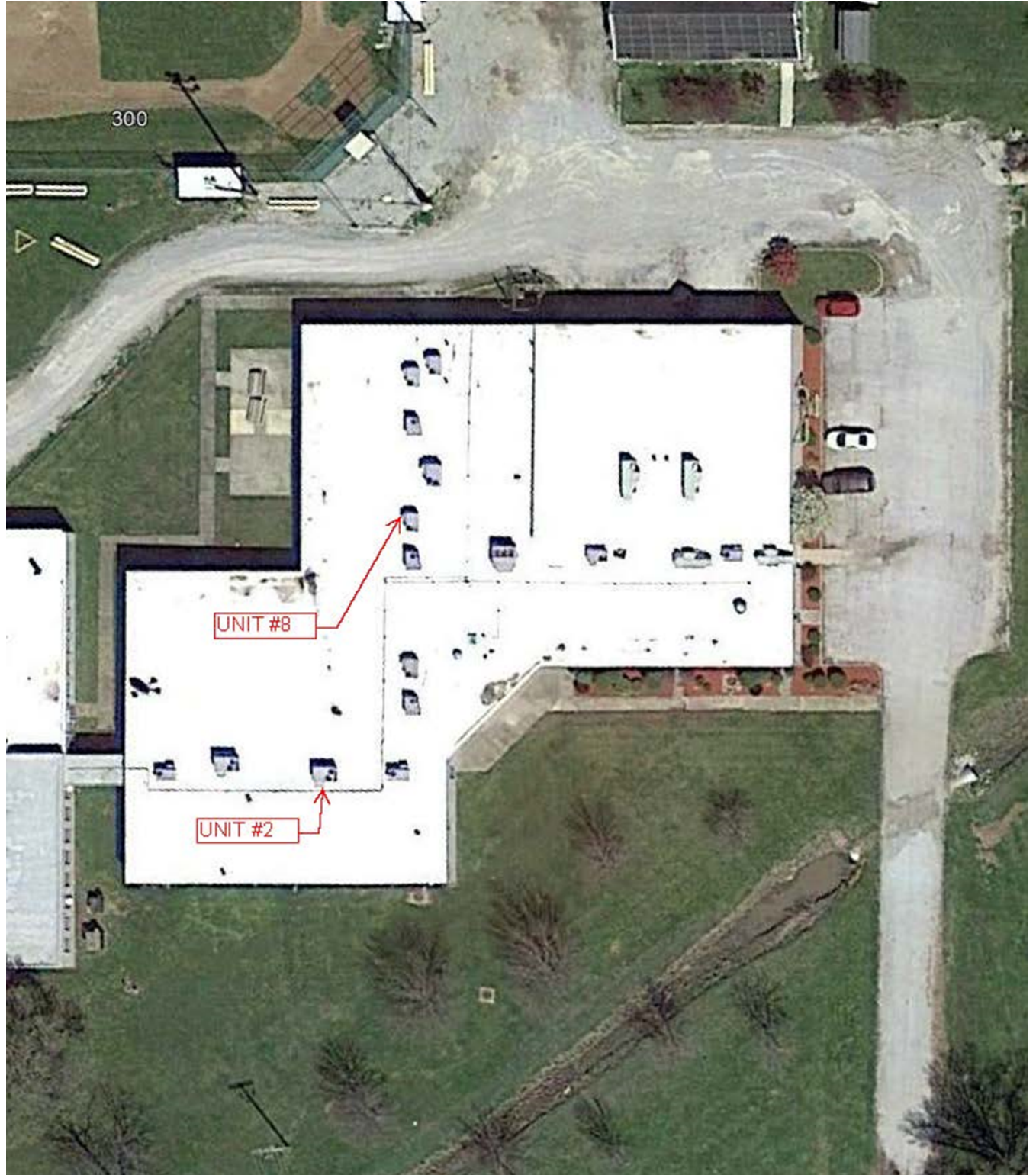






**Illinois Eastern Community Colleges
Terry L. Bruce West Richland Center
HVAC Units Replacement**

RTU Location Roof Plan



**ILLINOIS EASTERN COMMUNITY COLLEGES
DISTRICT #529**

**TREASURER'S REPORT
October 31, 2024**

FUND	BALANCE
Educational	\$ 9,349,511.20
Operations & Maintenance	1,193,851.40
Operations & Maintenance (Restricted)	3,084,647.52
Bond & Interest	1,525,304.06
Auxiliary	498,020.48
Restricted Purposes	114,340.31
Working Cash	6,026.40
Trust & Agency	690,360.37
Audit	(5,961.04)
Liability, Protection & Settlement	363,063.93
TOTAL ALL FUNDS	<u>\$ 16,819,164.63</u>

Respectfully submitted,

Ryan Hawkins, Treasurer

Illinois Eastern Community Colleges
Balance Sheets - All Funds (Unaudited)
October 31, 2024

	Educational Fund	Operations & Maintenance Fund	Operations & Maintenance (Restricted) Fund	Bond & Interest Fund	Auxiliaries Fund	Restricted Purposes Fund
ASSETS						
Cash	\$ 9,375,811	\$ 1,193,851	\$ 3,084,648	\$ 1,525,304	\$ 518,520	\$ 114,340
Investments	8,797,471	2,771,288	7,299,562	-	3,419,336	-
Accounts Receivable	1,205,700	157,924	-	-	300,151	-
Other Receivables	742,036	10,118	104,949	-	4,023	70,078
Restricted Cash	-	-	4,614,304	-	-	-
Inventory	-	-	-	-	625,408	-
Other Assets	230,030	-	-	-	-	476,041
Due From Other Funds	-	-	-	-	-	-
Total Assets	<u>\$ 20,351,048</u>	<u>\$ 4,133,181</u>	<u>\$ 15,103,463</u>	<u>\$ 1,525,304</u>	<u>\$ 4,867,438</u>	<u>\$ 660,459</u>
LIABILITIES						
Accounts Payable	\$ 6,425	\$ 5,222	\$ -	\$ -	\$ (1,822)	\$ 17,456
Accrued Payroll Liabilities	12,287	-	-	-	-	-
Other Accrued Liabilities	56,712	-	25,664	-	28,882	(73,021)
Due to Other Funds	-	-	-	-	-	-
Total Liabilities	<u>75,424</u>	<u>5,222</u>	<u>25,664</u>	<u>-</u>	<u>27,060</u>	<u>(55,565)</u>
FUND BALANCES						
Non-Spendable	-	-	-	-	625,408	-
Restricted						
Board Designated	11,517,108	1,435,544	-	-	-	-
Other Purposes	-	1,788,903	10,781,866	1,525,304	-	-
Encumbered	11,054,670	903,512	4,295,933	-	1,828,186	1,361,330
Unassigned	(2,296,154)	-	-	-	2,386,784	(645,306)
Total Fund Balances	<u>20,275,624</u>	<u>4,127,959</u>	<u>15,077,799</u>	<u>1,525,304</u>	<u>4,840,378</u>	<u>716,024</u>
Total Liabilities and Fund Balances	<u>\$ 20,351,048</u>	<u>\$ 4,133,181</u>	<u>\$ 15,103,463</u>	<u>\$ 1,525,304</u>	<u>\$ 4,867,438</u>	<u>\$ 660,459</u>

Illinois Eastern Community Colleges
Balance Sheets - All Funds (Unaudited)
October 31, 2024

	Working Cash Fund	Trust & Agency Fund	Audit Fund	Liability, Protection and Settlement Fund	Total Funds
ASSETS					
Cash	\$ 6,026	\$ 690,360	\$ (5,961)	\$ 363,064	\$ 16,865,963
Investments	6,182,976	-	-	-	28,470,633
Accounts Receivable	-	-	-	-	1,663,775
Other Receivables	127,188	68,464	-	-	1,126,856
Restricted Cash	-	-	-	-	4,614,304
Inventory	-	-	-	-	625,408
Other Assets	-	-	-	-	706,071
Due From Other Funds	-	-	-	-	-
Total Assets	<u>\$ 6,316,190</u>	<u>\$ 758,824</u>	<u>\$ (5,961)</u>	<u>\$ 363,064</u>	<u>\$ 54,073,010</u>
LIABILITIES					
Accounts Payable	\$ -	\$ 23,599	\$ -	\$ -	\$ 50,880
Accrued Payroll Liabilities	-	-	-	-	12,287
Other Accrued Liabilities	-	225	-	-	38,462
Due to Other Funds	-	-	-	-	-
Total Liabilities	<u>-</u>	<u>23,824</u>	<u>-</u>	<u>-</u>	<u>101,629</u>
FUND BALANCES					
Non-Spendable	6,315,000	-	-	-	6,940,408
Restricted					
Board Designated	-	-	-	-	12,952,652
Other Purposes	1,190	731,277	-	357,161	15,185,701
Encumbered	-	3,723	-	5,903	19,453,257
Unassigned	-	-	(5,961)	-	(560,637)
Total Fund Balances	<u>6,316,190</u>	<u>735,000</u>	<u>(5,961)</u>	<u>363,064</u>	<u>53,971,381</u>
Total Liabilities and Fund Balances	<u>\$ 6,316,190</u>	<u>\$ 758,824</u>	<u>\$ (5,961)</u>	<u>\$ 363,064</u>	<u>\$ 54,073,010</u>

Illinois Eastern Community Colleges
Statements of Revenues, Expenditures, and Changes in Fund Balance - All Funds (Unaudited)
For the Period Ended October 31, 2024

	Educational Fund	Operations & Maintenance Fund	Operations & Maintenance (Restricted) Fund	Bond & Interest Fund	Auxiliaries Fund	Restricted Purposes Fund
REVENUES						
Property Taxes	\$ 3,117,233	\$ 1,167,686	\$ 137,081	\$ 1,161,604	\$ -	\$ -
Replacement Taxes	-	219,344	-	-	-	-
ICCB Grants	4,905,201	-	-	-	-	200,605
Federal Grants	-	-	-	-	-	3,855,327
Tuition & Fees	7,776,915	599,003	-	-	77,094	-
Charges for Services	20,499	37,560	-	-	1,209,125	-
Interest	92,088	4,654	63,676	6,532	43,272	5,518
Other Revenues	30,884	30	24,002	-	79,112	105,044
Total Revenues	<u>15,942,820</u>	<u>2,028,277</u>	<u>224,759</u>	<u>1,168,136</u>	<u>1,408,603</u>	<u>4,166,494</u>
EXPENDITURES						
Payroll	4,509,143	392,996	-	-	690,511	563,105
Benefits	792,084	87,289	-	-	76,911	123,049
Contractual Services	613,305	237,920	46,319	-	131,287	299,132
Supplies	733,732	107,282	4,103	-	740,622	75,131
Travel	55,933	55	-	-	134,724	16,432
Fixed	7,148	-	-	-	154,513	306
Utilities	19,765	385,019	-	-	-	-
Capital Outlay	61,326	167,818	500,049	-	24,305	364,540
Other	51,799	50	-	-	35,924	583,579
Scholarships, Student Grants, & Waivers	2,730,601	-	-	-	117,071	2,514,623
Total Expenditures	<u>9,574,836</u>	<u>1,378,429</u>	<u>550,471</u>	<u>-</u>	<u>2,105,868</u>	<u>4,539,897</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>6,367,984</u>	<u>649,848</u>	<u>(325,712)</u>	<u>1,168,136</u>	<u>(697,265)</u>	<u>(373,403)</u>
TRANSFERS						
Net Transfers	(1,000,796)	10,000	-	-	990,796	-
Total Transfers	<u>(1,000,796)</u>	<u>10,000</u>	<u>-</u>	<u>-</u>	<u>990,796</u>	<u>-</u>
Net Change in Fund Balance	<u>5,367,188</u>	<u>659,848</u>	<u>(325,712)</u>	<u>1,168,136</u>	<u>293,531</u>	<u>(373,403)</u>
Fund Balance - Beginning	14,908,436	3,468,111	15,403,511	357,168	4,546,847	1,089,427
Fund Balance - Ending	<u>\$ 20,275,624</u>	<u>\$ 4,127,959</u>	<u>\$ 15,077,799</u>	<u>\$ 1,525,304</u>	<u>\$ 4,840,378</u>	<u>\$ 716,024</u>

Illinois Eastern Community Colleges
 Statements of Revenues, Expenditures, and Changes in Fund Balance - All Funds (Unaudited)
 For the Period Ended October 31, 2024

	Working Cash Fund	Trust & Agency Fund	Audit Fund	Liability, Protection and Settlement Fund	Total Funds
REVENUES					
Property Taxes	\$ -	\$ -	\$ 43,587	\$ 920,268	\$ 6,547,459
Replacement Taxes	-	-	-	-	219,344
ICCB Grants	-	-	-	-	5,105,806
Federal Grants	-	-	-	-	3,855,327
Tuition & Fees	-	-	-	-	8,453,012
Charges for Services	-	3,584	-	-	1,270,768
Interest	9,080	5,512	37	1,225	231,594
Other Revenues	-	310,790	-	1,428	551,290
Total Revenues	<u>9,080</u>	<u>319,886</u>	<u>43,624</u>	<u>922,921</u>	<u>26,234,600</u>
EXPENDITURES					
Payroll	-	-	-	-	6,155,755
Benefits	-	-	-	73,180	1,152,513
Contractual Services	-	4,290	50,200	293,416	1,675,869
Supplies	-	4,403	-	6,436	1,671,709
Travel	-	(2,292)	-	-	204,852
Fixed	-	-	-	533,011	694,978
Utilities	-	-	-	-	404,784
Capital Outlay	-	-	-	-	1,118,038
Other	-	(104,257)	-	3,380	570,475
Scholarships, Student Grants, & Waivers	-	234,307	-	-	5,596,602
Total Expenditures	<u>-</u>	<u>136,451</u>	<u>50,200</u>	<u>909,423</u>	<u>19,245,575</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures	<u>9,080</u>	<u>183,435</u>	<u>(6,576)</u>	<u>13,498</u>	<u>6,989,025</u>
TRANSFERS					
Net Transfers	-	-	-	-	-
Total Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Change in Fund Balance	<u>9,080</u>	<u>183,435</u>	<u>(6,576)</u>	<u>13,498</u>	<u>6,989,025</u>
Fund Balance - Beginning	6,307,110	551,565	615	349,566	46,982,356
Fund Balance - Ending	<u>\$ 6,316,190</u>	<u>\$ 735,000</u>	<u>\$ (5,961)</u>	<u>\$ 363,064</u>	<u>\$ 53,971,381</u>

ILLINOIS EASTERN COMMUNITY COLLEGES
Comparative Combined Balance Sheets - All Funds
October 31, 2024

Unaudited

	ALL FUNDS	
	Fiscal	Fiscal
	Year	Year
	2025	2024
ASSETS:		
CASH	\$ 16,819,165	\$ 16,941,545
IMPREST FUND	21,300	21,300
CHECK CLEARING	25,500	14,500
CDB PROJECT TRUST	4,614,304	3,946,504
PREPAID EXPENSES	230,030	192,837
INVESTMENTS	28,470,633	30,138,695
RECEIVABLES	2,491,640	2,233,164
ACCRUED REVENUE	298,993	163,779
INTERFUND RECEIVABLES	-	-
INVENTORY	625,408	701,173
OTHER ASSETS	476,041	444,410
FIXED ASSETS (Net of Depr)	32,223,470	24,384,726
TOTAL ASSETS AND OTHER DEBITS:	\$ 86,296,484	\$ 79,182,633
LIABILITIES:		
PAYROLL DEDUCTIONS PAYABLE	\$ 12,287	\$ 9,387
ACCOUNTS PAYABLE	34,818	414,750
DEFERRED REVENUE	54,524	63,420
L-T DEBT GROUP (FUND 9)	8,683,496	4,255,237
OPEB (Prior Year Restated for GASB 75 Implementation)	6,280,647	5,856,409
OTHER LIABILITIES	-	-
TOTAL LIABILITIES:	15,065,772	10,599,203
FUND BALANCES:		
FUND BALANCE	34,518,128	37,667,003
INVESTMENT IN PLANT (Net of Depr)	32,223,470	24,384,726
OTHER FUND BALANCES RECOGNIZED AS A LIABILITY (FUND 9)	(14,964,143)	(10,111,646)
RESERVE FOR ENCUMBRANCES	19,453,257	16,643,347
TOTAL EQUITY AND OTHER CREDITS	71,230,712	68,583,430
TOTAL LIABILITIES, EQUITY, AND OTHER CREDITS	\$ 86,296,484	\$ 79,182,633

**ILLINOIS EASTERN COMMUNITY COLLEGES
OPERATING FUNDS ONLY
COMPARISON TO BUDGET REPORT FOR FISCAL YEARS 2023-2025**

College	Category	FISCAL YEAR 2023			FISCAL YEAR 2024			FISCAL YEAR 2025			
		Budget	Spent Thru October	% of Budget	Budget	Spent Thru October	% of Budget	Tentative Budget	Spent Thru October	% of Budget	% of Year
Frontier	Bills		\$ 231,291			\$ 214,248			\$ 242,088		
	Payroll		656,080			660,025			689,701		
	Waivers		343,971			370,608			198,071		
	Totals	\$ 3,873,183	1,231,342	15%	\$ 3,936,161	1,244,881	32%	\$ 4,523,243	1,129,860	25%	33%
Lincoln Trail	Bills		\$ 322,779			\$ 374,277			\$ 334,971		
	Payroll		669,269			672,061			749,525		
	Waivers		397,552			484,352			421,861		
	Totals	\$ 4,727,391	1,389,600	15%	\$ 4,480,373	1,530,690	34%	\$ 4,760,106	1,506,357	32%	33%
Olney Central	Bills		\$ 528,028			\$ 854,989			\$ 734,928		
	Payroll		1,328,100			1,304,848			1,259,109		
	Waivers		384,149			397,977			277,666		
	Totals	\$ 7,402,072	2,240,277	12%	\$ 7,643,937	2,557,814	33%	\$ 7,622,079	2,271,703	30%	33%
Wabash Valley	Bills		\$ 433,113			\$ 569,175			\$ 490,392		
	Payroll		948,741			896,367			850,474		
	Waivers		665,585			731,962			429,819		
	Totals	\$ 6,271,689	2,047,439	16%	\$ 5,915,330	2,197,504	37%	\$ 5,816,006	1,770,685	30%	33%
Workforce Educ.	Bills		\$ 52,224			\$ 51,652			\$ 56,363		
	Payroll		198,790			221,858			221,416		
	Waivers		414,795			692,338			722,312		
	Totals	\$ 2,761,446	665,809	10%	\$ 2,619,370	965,848	37%	\$ 2,740,542	1,000,091	36%	33%
District Wide	Bills		\$ 1,209,470			\$ 1,381,835			\$ 1,462,123		
	Payroll		1,060,443			1,330,764			1,131,914		
	Waivers		30,671			157,860			680,532		
	Totals	\$ 10,045,343	2,300,584	23%	\$ 9,886,500	2,870,459	29%	\$ 9,389,968	3,274,569	35%	33%
GRAND TOTALS		\$ 35,081,124	\$ 9,875,051	28%	\$ 34,481,671	\$ 11,367,196	33%	\$ 34,851,944	\$ 10,953,265	31%	33%

ILLINOIS EASTERN COMMUNITY COLLEGES
Operating Funds Revenues & Expenditures Report
For the Period Ended October 31, 2024

Unaudited

	FY 2025		FY 2024		Increase (Decrease)	
	Amount	% of Total	Amount	% of Total	\$	%
	Property Taxes	\$ 4,284,919	23.84%	\$ 3,150,345	10.93%	\$ 1,134,574
Replacement Taxes	219,344	1.22%	353,537	0.63%	(134,193)	-37.957%
ICCB Grants	4,905,201	27.29%	3,909,595	14.46%	995,606	25.466%
Tuition & Fees	8,375,918	46.61%	8,141,458	73.28%	234,460	2.880%
Charges for Services	59,684	0.33%	45,160	0.18%	14,524	32.161%
Interest	96,736	0.54%	114,945	0.40%	(18,209)	-15.841%
Other Revenues	29,292	0.16%	63,773	0.11%	(34,481)	-54.068%
	<u>\$ 17,971,094</u>	<u>100.00%</u>	<u>\$ 15,778,813</u>	<u>100.00%</u>	<u>\$ 2,192,281</u>	<u>13.894%</u>

	FY 2025		FY 2024		Increase (Decrease)	
	Amount	% of Total	Amount	% of Total	\$	%
	Salaries	\$ 4,902,139	44.76%	\$ 5,085,923	29.66%	\$ (183,784)
Employee Benefits	879,373	8.03%	891,971	7.06%	(12,598)	-1.412%
Contractual Services	851,225	7.77%	947,176	8.82%	(95,951)	-10.130%
Materials	841,014	7.68%	793,197	7.14%	47,817	6.028%
Travel & Staff Development	55,988	0.51%	77,421	0.46%	(21,433)	-27.684%
Fixed Charges	7,148	0.07%	9,492	0.15%	(2,344)	-24.694%
Utilities	404,784	3.70%	466,291	3.02%	(61,507)	-13.191%
Capital Outlay	229,144	2.09%	163,527	1.72%	65,617	40.126%
Other	2,782,450	25.40%	2,932,198	41.97%	(149,748)	-5.107%
	<u>\$ 10,953,265</u>	<u>100.00%</u>	<u>\$ 11,367,196</u>	<u>100.00%</u>	<u>\$ (413,931)</u>	<u>-3.641%</u>

**Locally Funded, CDB, & PHS Projects
Projects Schedule**

	Funding Source	Estimated Budget										
Center for Technology - LTC	CDB	\$11,160,000	[Progress bar]									
Applied Technology Center - OCC	CDB	\$3,076,400	[Progress bar]									
Power Hub - WVC	CDB	\$300,000	[Progress bar]									
Parking Lot Resurfacing	CDB	\$918,392	[Progress bar]									
LTC - Crawford County Recreational Center	Local	\$4,779,011	[Progress bar]									
WVC - Main Hall Roof Replacement	PHS	\$253,800	[Progress bar]									
LTC - Athletic Facility	2023 Debt Certificates	\$2,400,300	[Progress bar]									
OCC - 370 kW Solar Array	2023 Debt Certificates	\$1,472,990	[Progress bar]									
OCC - Salvage Vehicle Storage	Deferred Maintenance	\$40,000	[Progress bar]									
WVC - Athletic Facility	Insurance Proceeds	\$2,549,720	[Progress bar]									
LTC - Natatorium Pool Liner Replacement	DCEO Grant	\$212,604	[Progress bar]									
GRAND TOTAL		\$26,950,613	Board Approval	Preliminary Design	Materials	Begin Construction	30% Completed	60% Completed	80% Completed	100% Completed	Fully Accepted	

10/31/2024

MEMORANDUM

TO: Board of Trustees
FROM: Ryan Gower
DATE: November 19, 2024
RE: Personnel Report

Mr. Chairman, I recommend that the Board of Trustees approve the November Personnel Report. Additional information for items 400.1, 400.2, 400.3, 400.4, 400.5, 400.6, & 400.7 have been sent under separate confidential cover.

INDEX

- 400.1. Employment of Personnel**
- 400.2. Change in Status**
- 400.3. Special Assignments (Attachment)**
- 400.4. Honorable Dismissal**
- 400.5. Approval of Proposed Non-College Employment**
- 400.6. Resignation Ratification**
- 400.7. Retirement Ratification**

PERSONNEL REPORT

400.1 Employment of Personnel

A. Professional, Non-Faculty, Exempt

1. Jodi White, JTED Grant Project Manager, FCC, Academic Affairs effective November 25, 2024.
2. Chet Snyder, Head Volleyball Coach/Student Life Coordinator, FCC, Student Affairs effective December 2, 2024.

400.2 Change in Status

A. Professional Non-Faculty, Non-Exempt

1. Derek Dunn, Educational Technology Specialist to Coordinator of Marketing & Public Information, FCC, Institutional Outreach effective November 25, 2024.

400.3 Special Assignments (Attachment)

400.4 Honorable Dismissal

1. Ken Anderson, CETL Instructional Designer effective November 15, 2024.

400.5 Approval of Proposed Non-College Employment

<u>Name</u>	<u>Employer</u>	<u>Hours/Days per Academic Month</u>
Doug Robb	Oakland City University 138 North Lucretia Street Oakland City, IN 47660	2 days per month

400.6 Resignation Ratification

1. Morgan McCoy, Student Services Specialist, FCC, Student Affairs effective October 25, 2024.
2. Bart Nation, TRIO Upward Bound Counselor, WVC, Institutional Outreach effective October 28, 2024.

400.7 Retirement Ratification

1. Gerald "Jay" Edgren, FCC President and Vice Chancellor of Academic Affairs effective June 30, 2025.
2. Alex Cline, Chief Information Officer, District Office effective April 30, 2025.