



**ILLINOIS VALLEY
COMMUNITY COLLEGE**

**815 North Orlando Smith Road
Oglesby, IL 61348-9692**

**Board Meeting
A G E N D A**

**Thursday, January 9, 2020
Board Room
6:30 p.m.**

NOTE:

If you are unable to attend this meeting, or if you have questions regarding the agenda, please call the President's office, 224-0402.

IVCC'S MISSION STATEMENT

Illinois Valley Community College provides a high-quality, accessible, and affordable education that inspires individuals and our community to thrive.

BOARD AGENDA ITEMS

January

February

Authorize Budget Preparation
Reduction in Force
Tuition and Fee Review
Three-year Financial Forecast
Tenure Recommendations
ICCTA Award Nominations
(Alumnus, Student Trustee, Ethical)

March

Non-tenured Faculty Contracts
President's Evaluation
Student Fall Demographic Profile
ICCTA Award Nominations
(FT/PT Faculty, Student Essay,
Business/Industry)

April

Board of Trustees Election (odd years)
Organization of Board (odd years)

May

Budget Adjustments
President's Contract Review
Vice Presidents' Contract Renewals

June

RAMP Reports
Authorization of Continued Payment for
Standard Operating Expenses
Semi-annual Review of Closed Session
Minutes

July

Tentative Budget
a. Resolution Approving Tentative Budget
b. Authorization to Publish Notice of
Public Hearing
Athletic Insurance

August

Budget
a. Public Hearing
b. Resolution to Adopt Budget
College Insurance

September

Protection, Health, and Safety Projects
Cash Farm Lease
Approval of College Calendar (even years)
Employee Demographics Report

October

Authorize Preparation of Levy
Audit Report
IVCC Foundation Update

November

Adopt Tentative Tax Levy

December

Adopt Tax Levy
Schedule of Regular Meeting Dates and Times
Semi-annual Review of Closed Session Minutes

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees Meeting
Thursday, January 9, 2020 – 6:30 p.m. – Board Room (C307)

A G E N D A

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of Agenda
5. Public Comment
6. Consent Agenda Items - Anyone may remove an item from the consent item list by requesting the chair to do so. Items removed will be discussed and voted upon immediately following passage of the remaining consent items.
 - 6.1 Approval of Minutes – December 12, 2019 Closed Session Committee Minutes Meeting and December 12, 2019 Board Meeting (Pages 1-6)
 - 6.2 Approval of Bills - \$1,165,258.96
 - 6.2.1 Education Fund - \$731,187.62
 - 6.2.2 Operations & Maintenance Fund - \$64,086.54
 - 6.2.3 Operations & Maintenance (Restricted Fund) - \$250,200.00
 - 6.2.4 Auxiliary Fund - \$78,711.94
 - 6.2.5 Restricted Fund - \$2,036.64
 - 6.2.6 Audit Fund - \$3,000.00
 - 6.2.7 Liability, Protection & Settlement Fund – \$36,036.22
 - 6.3 Treasurer's Report (Pages 7- 23)
 - 6.3.1 Financial Highlights (Page 8)
 - 6.3.2 Balance Sheet (Pages 9-10)
 - 6.3.3 Summary of FY20 Budget by Fund (Page 11)
 - 6.3.4 Budget to Actual Comparison (Pages 12-18)
 - 6.3.5 Budget to Actual By Budget Officers (Page 19)
 - 6.3.6 Statement of Cash Flows (Page 20)
 - 6.3.7 Investment Status Report (Pages 21-22)
 - 6.3.8 Disbursements - \$5,000 or more (Page 23)
 - 6.4 Personnel - Stipends for Pay Periods Ending December 7, 2019 and December 21, 2019 & Part-time Faculty and Staff Appointments December 2019 (Pages 24-26)

7. President's Report
8. Semi-annual Review of Closed Session Minutes (Page 28)
9. Item for Information – Administrative Assistant, Financial Aid (Page 29)
10. Trustee Comment
11. Closed Session – 1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body and 2) closed session minutes
12. Possible Action Regarding Status or Discipline of IT Employee
13. Approval of Closed Session Minutes
14. Other
15. Adjournment

ILLINOIS VALLEY COMMUNITY COLLEGE
Board of Trustees

Closed Session Minutes Committee Meeting
December 12, 2019

The Closed Session Minutes Committee of the Board of Trustees of Illinois Valley Community College District No. 513 met at 5:30 p.m. on Thursday, December 12, 2019 in the Board Room – C-307 at Illinois Valley Community College.

Committee Members Angela M. Stevenson, Committee Chair
Physically Present: Amy L. Boyles

Committee Members David O. Mallery
Absent:

Others Physically Jane E. Goetz, Board Chair
Present:

The meeting was called to order at 5:35 p.m. by Ms. Stevenson.

CLOSED SESSION

It was moved by Dr. Boyles and seconded by Ms. Goetz to convene a closed session at 5:37 p.m. to discuss the minutes of meetings lawfully closed under the Open Meetings Act. Motion passed by voice vote.

On a motion by Ms. Goetz, seconded by Dr. Boyles, and carried unanimously, the regular meeting resumed at 5:50 p.m.

ADJOURNMENT

It was moved by Ms. Goetz and seconded by Dr. Boyles to adjourn the meeting. Motion passed by voice vote. Ms. Stevenson declared the meeting adjourned at 5:51 p.m.

Angela M. Stevenson, Committee Chair

Jane E. Goetz, Board Chair

Angela M. Stevenson, Board Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE

Board of Trustees

Minutes of Regular Meeting

December 12, 2019

The Board of Trustees of Illinois Valley Community College District No. 513 convened a regular session at 6:30 p.m. on Thursday, December 12, 2019 in the Board Room (C307) at Illinois Valley Community College.

Members Physically Present: Jane E. Goetz, Chair
Everett J. Solon, Vice Chair
Angela M. Stevenson, Secretary
Amy L. Boyles
David O. Mallery
Jay K. McCracken
Maureen O. Rebholz
Matthew H. Klein, Student Trustee

Members Absent:

Members Telephonically Present:

Others Physically Present: Jerry Corcoran, President
Deborah Anderson, Vice President for Academic Affairs
Cheryl Roelfsema, Vice President for Business Services & Finance
Mark Grzybowski, Vice President for Student Services
Bonnie Campbell, Associate Vice President for Academic Affairs
Leslie Hofer, Director of Human Resources
Walt Zukowski, Attorney

MOMENT OF SILENCE

Ms. Goetz opened the meeting with a moment of silence in memory of Ralph Scriba.

Ralph D. Scriba, a 1951 graduate of LPO Junior College, passed away recently. Despite his incredible success after leaving the Illinois Valley for the West Coast, he never forgot the role his community college played in preparing him for what would lie ahead. He and his family were generous supporters of IVCC, especially our capital campaign and academic programs such as Agriculture, Medical Assistant and Nursing. Please join me in a moment of silence honoring Ralph D. Scriba.

APPROVAL OF AGENDA

It was moved by Mr. Solon and seconded by Mr. McCracken to approve the amended agenda, as presented. Motion passed by voice vote.

PUBLIC COMMENT

None

CONSENT AGENDA ITEMS

It was moved by Ms. Stevenson and seconded by Mr. Solon to approve the consent agenda, as presented. Motion passed by voice vote.

The following items were approved in the consent agenda:

Approval of Minutes – November 14, 2019 Audit Finance Committee Meeting and November 14, 2019 Board Meeting.

Approval of Bills - \$1,193,556.90

Education Fund - \$970,149.47; Operations & Maintenance Fund - \$70,759.86; Operations & Maintenance (Restricted Fund) - \$7,887.25; Auxiliary Fund - \$62,918.44; Restricted Fund - \$24,807.43; Audit Fund - \$12,900.00; and Liability, Protection & Settlement Fund - \$44,134.45.

Treasurer's Report

Personnel

Approved the stipends for pay periods ending November 9, 2019 and November 23, 2019 & the Part-time Faculty and Staff Appointments of November 2019.

PRESIDENT'S REPORT

Dr. Corcoran introduced Ms. Kathryn "Kaity" Griswold, Medical Assistant instructor and new leader of the Medical Assistant program. Ms. Griswold attended the meeting with Director of Nursing, Julie Hogue and was welcomed by the Board. Dr. Corcoran reported that the college has received its annual Project Success performance report from the US Department of Education and thanks to the fine work of director Chris Herman and his excellent staff of Dr. Cynthia Cardosi, Diane Scoma and Terumi Scully, we maxed out on all categories including persistence, good academic standing, degrees/certificates earned, transfer rates and number served. He added that a total of 183 students benefitted from our program. Dr. Corcoran noted that every year there is a match requirement from our Education Fund in support of the program, and his goal tonight was to simply show that the board's investment in this program is always well served. Dr. Corcoran informed that the annual Support Staff Holiday Craft Fair was held on December 4 and the results were outstanding. Gerilynn Smith took the lead in organizing the event which generated \$1570 net income (up \$350 over last year). He added that proceeds are earmarked to benefit the Earth Day 2020 Program. Dr. Corcoran extended congratulations to Gerilynn's committee which includes Carey Burns, Laurie Pittman, Marlene Merkel, Ida Brown, Karol Baker, Diane Kreiser, Leslie Hofer, Kim Koehler, Angie Dunlap, Michelle Carboni, Cynthia Cardosi, Polly Ragazincky, Erin Templeton, Susan Martyn, Diane Scoma, Jill Whorley, Theresa Carranco, Dawn Watson, Terumi Scully, Kim Herout and Paula Hallock. Dr. Corcoran reported that Shane Lange and he enjoyed attending the NECA-IBEW Local 176 Joint Apprenticeship and Training Committee graduation ceremony in Joliet on Friday, November 15 where 12 students earned their AAS degrees in

electrical construction technology while also becoming journeymen electricians. Dr. Corcoran noted that this partnership has been in place for a number of years, long before he was appointed to his current position, and is a point of pride for all of us. Dr. Corcoran noted that Shane Lange and he also attended the contractors association and labor management groups' annual joint dinner on November 22. He commented that the reason he was bringing this up is because after the meal there is always a program that highlights students who have received scholarships from the groups in support of higher education. Dr. Corcoran noted that it was very gratifying to hear that the majority of the students were enrolled or planning to attend IVCC. Dr. Corcoran congratulated Mark Grzybowski, Chris Jauch, Cory Tomasson, Fran Brolley and Reed Wilson on the role they played in launching the IVCC Rotaract club, which culminated with the chartering event on November 18. He reported that the newly-formed hospitality program advisory committee was pleased with what they heard regarding our intent to launch the first class of a hospitality program in the second eight-weeks of the spring semester. Dr. Corcoran congratulated Don Grant Zellmer, Dr. David Kuester and their colleagues on their fabulous production of *Elf: The Musical*. He added that everyone had a great time. Dr. Corcoran extended congratulations to our Board of Trustees vice chair Everett Solon on being inducted into the Streator Township High School Worthy Hall of Fame. Dr. Corcoran noted that he cannot imagine anyone more deserving of this honor than Everett Solon.

COMMITTEE REPORTS

The minutes from the November 14, 2019 Audit Finance Committee Meeting are in the board book.

2019 TAX LEVY

Motion made by Mr. Mallery and seconded by Mr. McCracken to adopt the Tax Levy Resolution, Certificate of Tax Levy, Resolution of Intent, Notice of Intent to Increase Tax Levy, and Certificate of Compliance with the Truth and Taxation Act, as presented. Motion passed by voice vote.

FACULTY APPOINTMENT – NANCY A. MCDONNELL, CYBERSECURITY INSTRUCTOR

It was moved by Dr. Boyles and seconded by Dr. Rebholz to approve the appointment of Nancy A. McDonnell as Cybersecurity Instructor at Step B-12, an annualized salary of \$61,572 prorated January 8 through May 16, 2020 on the 2019/2020 faculty salary schedule. Motion passed by voice vote. Ms. McDonnell was present and was congratulated and welcomed by the Board.

BID RESULT – AMATROL PORTABLE PLC TROUBLESHOOTING LEARNING SYSTEM

It was moved by Mr. Solon and seconded by Ms. Stevenson to approve the purchase of ten Amatrol Portable PLC Troubleshooting Learning Systems and the software programs to run them from Moss Enterprises in the amount of \$168,300. Motion passed by voice vote.

PURCHASE REQUEST – FERRILLI SYSTEM SUPPORT CONTRACT

It was moved by Mr. Solon and seconded by Mr. Klein to authorize the renewal of Ferrilli Higher Education Technology Consultants Maintenance and Support contract in the amount of \$69,600 to be paid monthly for a period of 36 months. Motion passed by voice vote.

ICCB DEFERRED MAINTENANCE PROJECTS

It was moved by Ms. Stevenson and seconded by Mr. McCracken to approve the submission of the four projects: Air/Moisture Infiltration, Utility Extensions, Fireplace Lounge Accessibility, and the Technology Commons Upgrade, for possible deferred maintenance funding from the CDB. Motion passed by voice vote.

SCHEDULE OF REGULAR MEETING DATES AND TIMES

It was moved by Mr. Solon and seconded by Dr. Rebholz to approve the following meeting dates for 2020 and provide public notice of this schedule. All meetings will take place at 6:30 p.m. in Room C-307, The Board Room, on the campus of Illinois Valley Community College, 815 North Orlando Smith Road, Oglesby, Illinois. Motion passed by voice vote.

Thursday, January 9, 2020	Thursday, July 9, 2020
Thursday, February 13, 2020	Thursday, August 13, 2020
Thursday, March 12, 2020	Thursday, September 10, 2020
Thursday, April 9, 2020	Thursday, October 8, 2020
Thursday, May 14, 2020	Thursday, November 12, 2020
Thursday, June 11, 2020	Thursday, December 10, 2020

BOARD TRAVEL

It was moved by Mr. McCracken and seconded by Ms. Stevenson to approve reimbursement of expenses in the amount of \$75.40 incurred by Ms. Goetz and \$75.40 incurred by Dr. Boyles for attending the ICCTA Seminar and Meeting in November 2019.

Student Advisory Vote: -- "Aye" – Mr. Klein. Roll Call Vote: "Ayes" – Ms. Stevenson, Mr. Mallery, Mr. McCracken, Dr. Rebholz, and Mr. Solon. "Nay" – none. "Abstain" – Dr. Boyles and Ms. Goetz. Motion carried.

TRUSTEE COMMENT

Ms. Goetz reminded of the Illinois Building Trades Open House tomorrow afternoon, December 13 and invited other Board members to join in the celebration. Ms. Stevenson noted that she would also be in attendance at the event.

CLOSED SESSION

Ms. Goetz requested a motion and a roll call vote at 6:45 p.m. to enter into a closed session to discuss: 1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body and 2) closed session minutes. Motion made by Ms. Stevenson and seconded by Dr. Rebholz to enter into a closed session.

Student Advisory Vote: -- "Aye" – Mr. Klein. Roll Call Vote: "Ayes" – Ms. Stevenson, Mr. Mallery, Mr. McCracken, Dr. Rebholz, Dr. Boyles, Mr. Solon and Ms. Goetz. "Nay" – none. Motion carried. The Board immediately entered closed session at 6:46 p.m.

Motion made by Ms. Stevenson and seconded by Dr. Rebholz to return to the regular meeting.

Student Advisory Vote: -- “Aye” – Mr. Klein. Roll Call Vote: “Ayes” – Ms. Stevenson, Mr. Mallery, Mr. McCracken, Dr. Rebholz, Dr. Boyles, Mr. Solon and Ms. Goetz. “Nay” – none. Motion carried. The regular meeting resumed at 6:56 p.m.

APPROVAL OF CLOSED SESSION MINUTES

It was moved by Mr. Solon and seconded by Mr. McCracken to approve and retain the closed session minutes of the November 14, 2019 Closed Session Meeting. Motion passed by voice vote.

OTHER

None

ADJOURNMENT

Ms. Goetz declared the meeting adjourned at 6:58 p.m.

Jane E. Goetz, Board Chair

Angela M. Stevenson, Board Secretary

ILLINOIS VALLEY COMMUNITY COLLEGE
COMMUNITY COLLEGE DISTRICT NO. 513

TREASURER'S REPORT
DECEMBER 2019

Cheryl Roelfsema, CPA
Vice President for Business Services and Finance/Treasurer

Kathy Ross
Controller

FINANCIAL HIGHLIGHTS – December 2019

Revenues

- As of December 13, the headcount for fall semester was 2,952, which is 162 students less than at the same point in time last year. Credit hours for fall 2019 were 23,985, a decrease of 574 credit hours, or a decrease of 2.34 percent from one year ago. Traditional credit hours are down by less than 37 credit hours. Online credit hours continued to trend upward in the fall by 40 percent from one year ago. Dual credit hours are down by 30 percent or approximately 744 credit hours over the same point in time one year ago. This trend may in part be attributed to changing demographics at the high schools.

As of December 13, headcount for spring semester was 2,168, an increase of .51 percent from spring 2019. Credit hours were at 20,758, or just under a one percent increase from spring 2019. These increases are led by the online credit hour increase of 11 percent from spring 2019 and a 14.4 percent increase in dual credit registrations. Dual credit registrations sometimes fluctuate due to timing of registrations.

- Overall, expenditures are running 46.0 percent of budget; one year ago we were at 43.4 percent of budget.

Protection, Health & Safety Projects

- Building C Air Handler/Chiller Replacement – Two air handlers were replaced over semester break and the third one is scheduled to be operational by January 8.
- Building G Air Handling Units Replacement – Construction scheduled for fall 2020.
- Building F Air Handling Units Replacements – Bid packets should be available later in January. Construction is scheduled for summer 2020.
- Building G Bleacher Replacement – Bid packets should be available in February. Replacement is scheduled for summer 2020.
- Building F Exhaust System Upgrades – Will be bid with Building G Air Handling Unit Replacements and work will also be done summer 2020.

Other Projects

- Agriculture Complex Phase I – Electrical bid was awarded to JB Contracting; general contractor bid was awarded to Vissering Construction Company. Ground breaking is tentatively scheduled for mid-March, weather permitting.
- Agriculture Complex Phase II – Submitted Resource Allocation Management Plan (RAMP) to ICCB.
- Roadway and Parking Lot Resealing Project – ESI Consultants Ltd. from Naperville was selected as the A/E for this project. Construction is scheduled for fall 2020.

Technology Projects

- The roll out of the Student Planner module will start with fall 2020 registration in April. The new Financial Aid module will be in use by December 2020.

Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 December 31, 2019
 Unaudited

	Governmental Fund Types			Proprietary Fund Types	Fiduciary Fund Types	Account Groups		Total (Memorandum Only)
	General	Special Revenue	Debt Service	Enterprise	Trust and Agency Funds	General Fixed Assets	General Long-Term Debt	
Assets and Other Debits								
Cash and cash equivalents	\$ 4,978,327	\$ 1,871,108	\$ 186,848	\$ 273,423	\$ 247,263	\$ -	\$ -	\$ 7,556,969
Investments	9,810,576	9,205,303	642,792	248,000	453,845	-	-	20,360,516
Receivables								
Property taxes	9,490,779	2,460,262	-	-	-	-	-	11,951,041
Governmental claims	-	-	-	-	(29,662)	-	-	(29,662)
Tuition and fees	2,056,275	-	-	204,951	-	-	-	2,261,226
Due from other funds	1,209,342	-	-	-	5,801	-	-	1,215,143
Due to/from student groups	-	-	-	-	-	-	-	-
Bookstore inventories	-	-	-	550,474	-	-	-	550,474
Other assets	112,374	51,381	2,554	571	-	-	-	166,880
Deferred Outflows	-	-	-	-	-	-	361,295	361,295
Fixed assets - net where applicable	-	-	-	30,380	-	59,879,059	-	59,909,439
Other debits								
Amount available in Debt Service Fund	-	-	-	-	-	-	-	-
Amount to be provided to retire debt	-	-	-	-	-	-	13,438,349	13,438,349
Other Debits	\$27,657,673	\$13,588,054	\$ 832,194	\$ 1,307,799	\$ 677,247	\$59,879,059	\$13,799,644	\$ 117,741,670

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Illinois Valley Community College District No. 513
 Combined Balance Sheet
 All Fund Types and Account Groups
 December 31, 2019

	Governmental Fund Types			Proprietary Fund Types	Fiduciary Fund Types	Account Groups		Total (Memorandum Only)
	General	Special Revenue	Debt Service	Enterprise	Trust and Agency Funds	General Fixed Assets	General Long-Term Debt	
Liabilities								
Accounts payable	\$ 1,465	\$ -	\$ -	\$ 11,911	\$ 6,864	\$ -	\$ -	\$ 20,240
Accrued salaries & benefits	1,396,129	18,925	-	14,206	-	-	-	1,429,260
Post-retirement benefits & other	132,541	-	-	-	-	-	-	132,541
Unclaimed property	(17)	4	-	-	27	-	-	14
Due to other funds	123,558	531,437	-	117,385	442,763	-	-	1,215,143
Due to student groups/deposits	52,462	-	-	-	227,593	-	-	280,055
Deferred revenue								-
Property taxes	4,745,390	1,230,132	-	-	-	-	-	5,975,522
Tuition and fees	-	-	-	-	-	-	-	-
Grants	-	-	-	-	-	-	-	-
Deferred Inflows	-	-	-	-	-	-	1,930,561	1,930,561
OPEB Long term debt	-	-	-	-	-	-	11,869,083	11,869,083
Bonds Payable	-	-	-	-	-	-	-	-
Total liabilities	<u>6,451,528</u>	<u>1,780,498</u>	<u>-</u>	<u>143,502</u>	<u>677,247</u>	<u>-</u>	<u>13,799,644</u>	<u>22,852,419</u>
Equity and Other Credits								
Investment in general fixed assets	-	-	-	-	-	59,879,059	-	59,879,059
Contributed capital	-	-	-	-	-	-	-	-
Retained earnings	-	-	-	-	-	-	-	-
Fund balance								-
Reserved for restricted purposes	-	11,807,556	-	-	-	-	-	11,807,556
Reserved for debt service	-	-	832,194	-	-	-	-	832,194
Unreserved	21,206,145	-	-	1,164,297	-	-	-	22,370,442
Total equity and other credits	<u>21,206,145</u>	<u>11,807,556</u>	<u>832,194</u>	<u>1,164,297</u>	<u>-</u>	<u>59,879,059</u>	<u>-</u>	<u>94,889,251</u>
Total Liabilities, Equity and Other Credits	<u>\$27,657,673</u>	<u>\$13,588,054</u>	<u>\$ 832,194</u>	<u>\$ 1,307,799</u>	<u>\$ 677,247</u>	<u>\$59,879,059</u>	<u>\$13,799,644</u>	<u>\$ 117,741,670</u>

Student accounts receivable are adjusted on a monthly basis. However, taxes receivable and inventories are only adjusted at fiscal year end.

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**Illinois Valley Community College District No. 513
Summary of Fiscal Year 2020 Revenues & Expenditures by Fund
For the six months ended December 31, 2019**

Unaudited

	Education	Operations & Maintenance	Operations & Maintenance	Bond & Interest	Working Cash	Auxiliary Enterprises Fund	Restricted Purposes Fund	Liability Protection & Settlement Fund	Audit Fund	Total (Memorandum Only)
Actual Revenues	\$ 16,804,243	\$ 2,152,215	\$ 1,459,123	\$ 1,519	\$ 55,802	\$ 859,704	\$ 2,218,952	\$ 982,899	\$ 37,005	\$ 24,571,462
Actual Expenditures	(9,326,513)	(1,010,416)	(370,517)	-	-	(970,995)	(2,556,178)	(553,843)	(36,150)	(14,824,612)
Other Financing Sources (Uses)			-	-	-	-	10,000	-	-	10,000
Excess (deficit) of Revenues and other financing sources over expenditures and other financing uses	7,477,730	1,141,799	1,088,606	1,519	55,802	(111,291)	(327,226)	429,056	855	9,756,850
Fund balances July 1, 2019	9,592,961	3,111,583	5,519,443	829,725	4,783,043	1,249,000	60,630	184,127	34,405	25,364,917
Fund balance December 31, 2019	<u>\$ 17,070,691</u>	<u>\$ 4,253,382</u>	<u>\$ 6,608,049</u>	<u>\$ 831,244</u>	<u>\$ 4,838,845</u>	<u>\$ 1,137,709</u>	<u>\$ (266,596)</u>	<u>\$ 613,183</u>	<u>\$ 35,260</u>	<u>\$ 35,121,767</u>

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**Illinois Valley Community College District No. 513
Fiscal Year 2020 Budget to Actual Comparison
For the six months ended December 31, 2019**

	Annual Budget FY2020	Unaudited Actual 12/31/19	Act/Budget 50.0%	Actual 12/31/18	Act/Budget 50.0%	Annual Budget FY2019
EDUCATION FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 8,209,880	\$ 8,136,177	99.1%	\$ 8,144,687	101.7%	\$ 8,006,010
Corporate Personal Property Replacement Tax	905,250	348,514	38.5%	190,447	17.9%	1,065,000
TIF Revenues	387,250	151,606	39.1%	193,943	52.4%	370,000
Total Local Government	<u>9,502,380</u>	<u>8,636,297</u>	90.9%	<u>8,529,077</u>	90.3%	<u>9,441,010</u>
State Government:						
ICCB Credit Hour Grant	1,568,250	815,009	52.0%	854,402	65.6%	1,301,458
Equalization	50,000	20,833	41.7%	25,002	50.0%	50,000
Career/Technical Education Formula Grant	200,000	-	0.0%	104,680	52.3%	200,000
Other	-	-	0.0%	-	-	-
Total State Government	<u>1,818,250</u>	<u>835,842</u>	46.0%	<u>984,084</u>	63.4%	<u>1,551,458</u>
Federal Government						
PELL Administrative Fees	7,325	-	0.0%	295	4.0%	7,300
Total Federal Government	<u>7,325</u>	<u>-</u>	0.0%	<u>295</u>	4.0%	<u>7,300</u>
Student Tuition and Fees:						
Tuition	6,886,576	6,270,875	91.1%	6,318,043	91.2%	6,925,880
Fees	877,300	809,470	92.3%	796,860	92.4%	862,025
Total Tuition and Fees	<u>7,763,876</u>	<u>7,080,345</u>	91.2%	<u>7,114,903</u>	91.4%	<u>7,787,905</u>
Other Sources:						
Public Service Revenue	287,450	157,542	54.8%	158,009	55.1%	287,000
Other	233,839	94,217	40.3%	94,236	71.2%	132,317
Total Other Sources	<u>521,289</u>	<u>251,759</u>	48.3%	<u>252,245</u>	60.2%	<u>419,317</u>
TOTAL EDUCATION FUND REVENUE	<u>\$ 19,613,120</u>	<u>\$ 16,804,243</u>	85.7%	<u>\$ 16,880,604</u>	87.9%	<u>\$ 19,206,990</u>
EDUCATION FUND EXPENDITURES						
Instruction:						
Salaries	\$ 8,192,913	3,948,308	48.2%	3,902,608	48.0%	8,122,944
Employee Benefits	1,822,252	745,275	40.9%	706,299	40.1%	1,760,576
Contractual Services	161,549	39,241	24.3%	40,524	33.5%	121,005
Materials & Supplies	429,721	129,971	30.2%	127,620	30.9%	412,513
Conference & Meeting Expenses	142,376	21,805	15.3%	23,723	21.4%	110,606
Fixed Charges	189,000	143,321	75.8%	21,932	11.5%	190,000
Capital Outlay	-	-	0.0%	-	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Instruction	<u>\$ 10,937,811</u>	<u>\$ 5,027,921</u>	46.0%	<u>\$ 4,822,706</u>	45.0%	<u>\$ 10,717,644</u>

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**Illinois Valley Community College District No. 513
Fiscal Year 2020 Budget to Actual Comparison
For the six months ended December 31, 2019**

EDUCATION FUND EXPENDITURES (continued)	Annual Budget FY2020	Unaudited Actual 12/31/19	Act/Budget 50.0%	Actual 12/31/18	Act/Budget 50.0%	Annual Budget FY2019
Academic Support:						
Salaries	\$ 982,326	\$ 476,672	48.5%	\$ 406,969	43.9%	\$ 926,210
Employee Benefits	172,141	70,121	40.7%	59,258	42.9%	138,002
Contractual Services	191,657	139,649	72.9%	151,029	78.8%	191,650
General Materials & Supplies	278,128	127,367	45.8%	60,088	22.2%	270,926
Conference & Meeting Expenses	16,955	4,603	27.1%	4,497	31.7%	14,175
Utilities	25,650	15,075	58.8%	11,025	44.7%	24,665
Capital Outlay	-	-	0.0%	-	0.0%	115,000
Other	-	-	0.0%	-	0.0%	-
Total Academic Support	1,666,857	833,487	50.0%	692,866	41.2%	1,680,628
Student Services:						
Salaries	1,293,469	654,382	50.6%	630,088	48.1%	1,308,889
Employee Benefits	366,444	146,121	39.9%	147,666	43.1%	342,482
Contractual Services	22,778	46,161	202.7%	9,756	53.3%	18,288
Materials & Supplies	68,187	28,004	41.1%	22,545	32.4%	69,552
Conference & Meeting Expenses	45,075	11,341	25.2%	8,631	25.6%	33,683
Utilities	-	402	0.0%	-	0.0%	-
Total Student Services	1,795,953	886,411	49.4%	818,686	46.2%	1,772,894
Public Services/Continuing Education:						
Salaries	367,282	190,599	51.9%	197,963	57.6%	343,940
Employee Benefits	80,616	35,722	44.3%	33,966	44.9%	75,574
Contractual Services	248,250	132,391	53.3%	197,004	94.3%	209,000
Materials & Supplies	89,250	41,130	46.1%	47,446	51.5%	92,100
Conference & Meeting Expenses	20,550	3,381	16.5%	7,667	38.4%	19,950
Other	200	-	0.0%	195	97.5%	200
Total Public Services/Continuing Education	806,148	403,223	50.0%	484,241	65.4%	740,764
Institutional Support:						
Salaries	1,804,720	868,425	48.1%	862,538	49.6%	1,737,749
Employee Benefits	673,288	346,403	51.4%	350,614	51.2%	685,412
Contractual Services	634,007	400,890	63.2%	428,844	70.4%	609,340
Materials & Supplies	429,645	203,827	47.4%	176,177	43.4%	405,704
Conference & Meeting Expenses	68,285	14,158	20.7%	17,738	28.3%	62,755
Utilities	26,050	5,403	20.7%	4,423	16.9%	26,200
Capital Outlay	25,875	-	0.0%	213,409	123.0%	173,500
Other	15,550	(69)	-0.4%	2,001	21.3%	9,400
Provision for Contingency	156,931	-	0.0%	-	0.0%	-
Total Institutional Support	3,834,351	1,839,037	48.0%	2,055,744	55.4%	3,710,060
Scholarships, Grants and Waivers	577,000	336,434	58.3%	282,459	51.7%	546,000
TOTAL EDUCATION FUND EXPENDITURES	\$ 19,618,120	\$ 9,326,513	47.5%	\$ 9,156,702	47.8%	\$ 19,167,990
INTERFUND TRANSFERS - NET	\$ -	\$ (10,000)	0.0%	\$ (10,000)	4.0%	\$ (250,000)

**Illinois Valley Community College District No. 513
Fiscal Year 2020 Budget to Actual Comparison
For the six months ended December 31, 2019**

	<u>Annual Budget FY2020</u>	<u>Unaudited Actual 12/31/19</u>	<u>Act/Budget 50.0%</u>	<u>Actual 12/31/18</u>	<u>Act/Budget 50.0%</u>	<u>Annual Budget FY2019</u>
OPERATIONS & MAINTENANCE FUND REVENUES						
Local Government Sources:						
Current Taxes	\$ 1,307,306	\$ 1,296,207	99.2%	\$ 1,268,398	102.0%	\$ 1,243,160
Corporate Personal Property Replacement Tax	230,000	61,502	26.7%	33,608	17.7%	190,000
TIF	130,000	50,331	38.7%	64,583	52.9%	122,000
Total Local Government	<u>1,667,306</u>	<u>1,408,040</u>	84.5%	<u>1,366,589</u>	87.9%	<u>1,555,160</u>
State Government:						
ICCB Credit Hour Grant	276,750	137,581	49.7%	142,048	62.2%	228,542
Total State Government	<u>276,750</u>	<u>137,581</u>	49.7%	<u>142,048</u>	62.2%	<u>228,542</u>
Student Tuition and Fees:						
Tuition	535,702	509,749	95.2%	510,259	70.0%	728,480
Total Tuition and Fees	<u>535,702</u>	<u>509,749</u>	95.2%	<u>510,259</u>	70.0%	<u>728,480</u>
Other Sources:						
Facilities Revenue	138,941	73,218	52.7%	65,441	47.1%	138,941
Investment Revenue	45,000	22,851	50.8%	26,088	163.1%	16,000
Other	2,500	776	31.0%	1,503	60.1%	2,500
Total Other Sources	<u>186,441</u>	<u>96,845</u>	51.9%	<u>93,032</u>	59.1%	<u>157,441</u>
TOTAL OPERATIONS & MAINTENANCE FUND REVENUES	\$ 2,666,199	\$ 2,152,215	80.7%	\$ 2,111,928	79.1%	\$ 2,669,623
OPERATIONS & MAINTENANCE FUND EXPENDITURES						
Operations & Maintenance of Plant:						
Salaries	\$ 968,783	\$ 455,549	47.0%	\$ 446,198	47.7%	\$ 935,842
Employee Benefits	326,311	121,440	37.2%	127,380	40.3%	316,108
Contractual Services	169,400	28,719	17.0%	77,854	35.5%	219,000
General Materials & Supplies	277,787	60,336	21.7%	112,667	38.6%	291,970
Conference & Meeting Expenses	5,675	170	3.0%	170	3.0%	5,675
Fixed Charges	68,250	61,720	90.4%	78,717	122.0%	64,500
Utilities	762,600	252,804	33.2%	287,757	38.2%	752,500
Capital Outlay	84,000	-	0.0%	80,486	97.0%	83,000
Other	(63,000)	-	0.0%	-	0.0%	(63,000)
Total Operations & Maintenance of Plant	<u>2,599,806</u>	<u>980,738</u>	37.7%	<u>1,211,229</u>	46.5%	<u>2,605,595</u>
Institutional Support:						
Salaries	45,186	20,803	46.0%	22,383	50.6%	44,278
Employee Benefits	11,846	3,894	32.9%	4,920	41.5%	11,865
Contractual Services	2,491	-	0.0%	2,491	346.0%	720
Materials & Supplies	3,050	1,293	42.4%	909	30.8%	2,955
Fixed Charges	3,820	3,688	96.5%	3,688	87.6%	4,210
Other	-	-	0.0%	-	0.0%	-
Total Institutional Support	<u>66,393</u>	<u>29,678</u>	44.7%	<u>34,391</u>	53.7%	<u>64,028</u>
TOTAL OPERATIONS & MAINTENANCE FUND EXPENDITURES	\$ 2,666,199	\$ 1,010,416	37.9%	\$ 1,245,620	46.7%	\$ 2,669,623

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Illinois Valley Community College District No. 513
 Fiscal Year 2020 Budget to Actual Comparison
 For the six months ended December 31, 2019

	Unaudited					
	Annual Budget	Actual	Act/Budget	Actual	Act/Budget	Annual Budget
	FY2020	12/31/19	50.0%	12/31/18	50.0%	FY2019
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Local Government Sources						
Current Taxes	\$ 1,518,973	\$ 1,426,436	93.9%	\$ 1,579,248	0.0%	\$ 1,488,019
State Government Sources	-	-	0.0%	-	0.0%	-
Investment Revenue	65,000	32,687	50.3%	45,320	0.0%	32,500
Other Revenue	-	-	0.0%	-	0.0%	250,000
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) REVENUES	\$ 1,583,973	1,459,123	92.1%	1,624,568	0.0%	1,770,519
OPERATIONS & MAINTENANCE FUND (RESTRICTED)						
Operations & Maintenance						
Contractual Services	\$ -	-	0.0%	3,716	0.0%	-
Fixed Charges	-	-	0.0%	-	0.0%	-
Capital Outlay	1,500,000	370,517	0.0%	629,692	0.0%	3,656,726
TOTAL OPERATIONS & MAINTENANCE FUND (RESTRICTED) EXPENDITURES	\$ 1,500,000	370,517	24.7%	633,408	0.0%	3,656,726
INTERFUND TRANSFERS - NET	\$ -	\$ -		\$ -		\$ -
BOND & INTEREST FUND						
Investment Revenue	\$ 3,600	\$ 1,519	42.2%	\$ 1,771	0.0%	\$ 1,600
TOTAL BOND & INTEREST FUND REVENUES	3,600	1,519	42.2%	1,771	0.0%	1,600
BOND & INTEREST FUND						
Institutional Support:						
Debt Principal Retirement	\$ -	\$ -	0.0%	-	0.0%	-
Interest on Bonds	-	-	0.0%	-	0.0%	-
Fees	-	-	0.0%	-	0.0%	-
TOTAL BOND & INTEREST EXPENDITURES	\$ -	\$ -	0.0%	\$ -	0.0%	\$ -
WORKING CASH FUND						
Investment Revenue	\$ 70,000	\$ 55,802	79.7%	\$ 55,576	158.8%	\$ 35,000
TOTAL WORKING CASH REVENUES	70,000	55,802	79.7%	55,576	158.8%	35,000
Transfers In (Out)	\$ -	\$ -	0.0%	\$ -		\$ -

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**Illinois Valley Community College District No. 513
Fiscal Year 2020 Budget to Actual Comparison
For the six months ended December 31, 2019**

	Annual Budget FY2020	Unaudited Actual 12/31/19	Act/Budget 50.0%	Actual 12/31/18	Act/Budget 50.0%	Annual Budget FY2019
AUXILIARY ENTERPRISES FUND						
Service Fees	\$ 1,664,665	\$ 849,578	51.0%	\$ 962,822	53.4%	\$ 1,801,765
Other Revenue	8,000	7,347	91.8%	2,086	52.9%	3,940
Investment Revenue	4,500	2,779	61.8%	3,185	70.8%	4,500
TOTAL AUXILIARY ENTERPRISES FUND REVENUES	1,677,165	859,704	51.3%	968,093	53.5%	1,810,205
AUXILIARY ENTERPRISES FUND						
Salaries	\$ 352,435	147,899	42.0%	156,387	49.9%	313,439
Employee Benefits	70,612	24,744	35.0%	26,568	39.2%	67,816
Contractual Services	66,198	42,548	64.3%	37,350	57.6%	64,831
Materials & Supplies	1,291,728	700,243	54.2%	928,619	64.4%	1,442,162
Conference & Meeting	22,951	13,186	57.5%	10,786	40.6%	26,583
Fixed Charges	49,700	34,805	70.0%	25,913	50.5%	51,300
Capital Outlay/Depreciation	1,322	6,070	459.2%	-	0.0%	1,322
Other	103,000	1,500	1.5%	1,500	1.5%	103,000
TOTAL AUXILIARY ENTERPRISES EXPENDITURES	1,957,946	970,995	49.6%	1,187,123	57.3%	2,070,453
Transfer In (Out)		\$ -	-	\$ -	0.0%	\$ (198,586)

	Annual Budget FY2020	Actual 12/31/19	Act/Budget 50.0%	Actual 12/31/18	Act/Budget 50.0%	Annual Budget FY2019
RESTRICTED PURPOSES FUND						
State Government Sources	\$ 285,285	\$ -	0.0%	-	0.0%	\$ 280,032
Federal Government Sources	4,951,874	2,214,963	44.7%	2,183,945	44.8%	4,876,221
Nongovernmental gifts or grants	36,700	2,500	6.8%	599	0.0%	85,000
Other Revenue	-	1,489	0.0%	2,825	80.7%	3,500
TOTAL RESTRICTED PURPOSES FUND REVENUES	5,273,859	2,218,952	42.1%	2,187,369	41.7%	5,244,753

	Annual Budget FY2020	Actual 12/31/19	Act/Budget 50.0%	Actual 12/31/18	Act/Budget 50.0%	Annual Budget FY2019
RESTRICTED PURPOSES FUND						
Instruction:						
Salaries	\$ 426,869	\$ 175,962	41.2%	179,428	47.8%	375,521
Employee Benefits	141,592	48,470	34.2%	51,032	35.4%	144,268
Contractual Services	23,293	23,225	99.7%	27,326	108.9%	25,090
Materials & Supplies	39,765	29,387	73.9%	51,029	46.1%	110,679
Conference & Meeting	41,065	15,102	36.8%	20,496	59.6%	34,409
Utilities	949	446	47.0%	901	72.1%	1,250
Capital Outlay	22,000	30,362	138.0%	26,202	0.0%	-
Other	-	-	0.0%	-	0.0%	-
Total Instruction	\$ 695,533	\$ 322,954	46.4%	\$ 356,414	51.6%	\$ 691,217

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**Illinois Valley Community College District No. 513
Fiscal Year 2020 Budget to Actual Comparison
For the six months ended December 31, 2019**

	<u>Annual Budget FY2020</u>	<u>Unaudited Actual 12/31/19</u>	<u>Act/Budget 50.0%</u>	<u>Actual 12/31/18</u>	<u>Act/Budget 50.0%</u>	<u>Annual Budget FY2019</u>
RESTRICTED PURPOSES FUND						
Student Services						
Salaries	\$ 198,634	\$ 98,173	49.4%	96,025	50.0%	192,097
Employee Benefits	69,755	29,043	41.6%	28,499	40.0%	71,188
Contractual Services	6,000	5,579	93.0%	4,980	142.3%	3,500
Materials & Supplies	9,330	1,937	20.8%	12,071	208.6%	5,787
Conference & Meeting	9,300	3,173	34.1%	3,478	53.5%	6,500
Capital Outlay	-	-	-	-	0.0%	-
Tuition Waivers (TRiO Grant)	25,873	8,850	34.2%	21,450	107.3%	20,000
Total Student Services	<u>318,892</u>	<u>146,755</u>	<u>46.0%</u>	<u>166,503</u>	<u>55.7%</u>	<u>299,072</u>
Institutional Support						
Salaries (Federal Work Study)	94,035	45,229	48.1%	47,469	49.6%	95,683
SURS On-behalf	-	-	-	-	0.0%	-
Total Institutional Support	<u>94,035</u>	<u>45,229</u>	<u>48.1%</u>	<u>47,469</u>	<u>49.6%</u>	<u>95,683</u>
Student grants and waivers (PELL & SEOG)	4,170,699	2,041,240	48.9%	2,046,861	49.1%	4,165,281
TOTAL RESTRICTED FUND EXPENDITURES	<u>\$ 5,279,159</u>	<u>\$ 2,556,178</u>	<u>48.4%</u>	<u>\$ 2,450,744</u>	<u>46.7%</u>	<u>\$ 5,251,253</u>
Transfer In (Out)		<u>\$ 10,000</u>	<u>-</u>	<u>\$ 10,000</u>	<u>100.0%</u>	<u>\$ 10,000</u>
	<u>Annual Budget FY2020</u>	<u>Actual 12/31/19</u>	<u>Act/Budget 50.0%</u>	<u>Actual 12/31/18</u>	<u>Act/Budget 50.0%</u>	<u>Annual Budget FY2019</u>
AUDIT FUND						
Local Government Sources	\$ 38,150	\$ 36,934	96.8%	\$ 37,358	9.8%	\$ 379,528
Investment Revenue	100	71	71.0%	95	118.8%	80
TOTAL AUDIT FUND REVENUES	<u>38,250</u>	<u>37,005</u>	<u>96.7%</u>	<u>37,453</u>	<u>9.9%</u>	<u>379,608</u>
AUDIT FUND						
Contractual Services	38,150	36,150	94.8%	32,800	87.9%	37,300
TOTAL AUDIT FUND EXPENDITURES	<u>\$ 38,150</u>	<u>\$ 36,150</u>	<u>94.8%</u>	<u>\$ 32,800</u>	<u>87.9%</u>	<u>\$ 37,300</u>

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**Illinois Valley Community College District No. 513
Fiscal Year 2020 Budget to Actual Comparison
For the six months ended December 31, 2019**

	Unaudited					
	Annual Budget FY2020	Actual 12/31/19	Act/Budget 50.0%	Actual 12/31/18	Act/Budget 50.0%	Annual Budget FY2019
LIABILITY, PROTECTION, & SETTLEMENT FUND						
Local Government Sources	\$ 1,136,999	\$ 981,725	86.3%	\$ 548,621	66.4%	\$ 826,509
Investment Revenue	2,000	1,174	58.7%	1,683	28.1%	6,000
Other	-	-	0.0%	-	-	-
TOTAL LIABILITY, PROTECTION & SETTLEMENT FUND REVENUES	\$ 1,138,999	\$ 982,899	86.3%	\$ 550,304	66.1%	\$ 832,509
LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES						
Student Services						
Salaries	111,403	32,175	28.9%	52,679	51.5%	102,355
Employee Benefits	26,762	11,201	41.9%	12,496	47.5%	26,286
Contractual Services	23,000	7,056	30.7%	2,495	11.1%	22,500
Materials & Supplies	400	193	48.3%	243	37.4%	650
Total for Student Services	<u>161,565</u>	<u>50,625</u>	<u>31.3%</u>	<u>67,913</u>	<u>44.7%</u>	<u>151,791</u>
Operations & Maintenance of Plant						
Contractual Services	547,500	186,531	34.1%	188,948	37.6%	502,800
Material & Supplies	150	149	99.3%	63	31.5%	200
Utilities	425	168	39.5%	236	52.4%	450
Total for Operations & Maintenance of Plant	<u>548,075</u>	<u>186,848</u>	<u>34.1%</u>	<u>189,247</u>	<u>37.6%</u>	<u>503,450</u>
Institutional Support						
Salaries	70,825	34,688	49.0%	34,546	50.1%	68,917
Employee Benefits	202,997	5,803	8.2%	5,697	2.7%	214,823
Contractual Services	34,000	25,715	75.6%	21,606	53.3%	40,500
Materials & Supplies	4,700	1,863	39.6%	-	0.0%	5,000
Conference & Meeting	5,200	-	0.0%	-	0.0%	500
Fixed Charges	275,500	248,301	90.1%	256,820	86.5%	297,000
Total Institutional Support	<u>593,222</u>	<u>316,370</u>	<u>53.3%</u>	<u>318,669</u>	<u>50.8%</u>	<u>626,740</u>
TOTAL LIABILITY, PROTECTION, & SETTLEMENT FUND EXPENDITURES	\$ 1,302,862	\$ 553,843	42.5%	\$ 507,916	39.6%	\$ 1,281,981

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Illinois Valley Community College District No. 513
Fiscal Year 2020 Budget to Actual Comparison
All Funds - By Budget Officer
December 31, 2019
Unaudited

<u>Department</u>	<u>Annual Budget FY2020</u>	<u>Actual FY2020</u>	<u>Act/Budget 50.0%</u>	<u>Explanation</u>
President	\$ 356,966	\$ 176,565	49.5%	
Board of Trustees	14,825	13,005	87.7%	ICCCTA Annual Dues \$11,550
Community Relations	422,032	177,191	42.0%	
Continuing Education	825,541	403,224	48.8%	
Facilities	4,099,806	1,351,255	33.0%	
Information Technologies	2,030,378	1,093,876	53.9%	
Academic Affairs	231,727	102,886	44.4%	
Academic Affairs (AVPCE)	700,194	395,554	56.5%	
Adult Education	467,386	212,551	45.5%	
Learning Resources	1,323,809	624,893	47.2%	
Career & Tech Education Division	2,265,590	1,024,791	45.2%	
Natural Science & Business Division	3,198,400	1,486,668	46.5%	
Humanities & Fine Arts/Social Science Division	3,226,936	1,493,137	46.3%	
Health Professions Division	1,823,278	779,159	42.7%	
Admissions & Records	360,719	198,896	55.1%	
Counseling	543,087	270,926	49.9%	
Student Services	281,511	157,860	56.1%	
Financial Aid	4,666,455	2,243,799	48.1%	
Career Services	41,825	17,986	43.0%	
Athletics	306,602	166,458	54.3%	
TRiO (Student Success Grant)	318,892	146,755	46.0%	
Campus Security	545,575	184,353	33.8%	
Business Services/General Institution	1,052,321	522,605	49.7%	
Risk Management	595,722	318,866	53.5%	
Tuition Waivers	577,000	336,424	58.3%	
Purchasing	120,078	57,444	47.8%	
Human Resources	134,113	56,005	41.8%	
Bookstore	1,508,000	747,635	49.6%	
Shipping & Receiving	66,393	29,679	44.7%	
Copy Center	100,344	34,166	34.0%	
Total FY20 Expenditures	\$ 32,205,505	\$ 14,824,612	46.0%	

Illinois Valley Community College
Statement of Cash Flows
for the Month ended December 31, 2019

	EDUCATION	OP/MAINT	OP / MAINT. RESTRICTED	BOND & INTEREST	AUXILIARY	RESTRICTED	WORKING CASH	AUDIT	LIAB, PROT, & SETTLEMENT	GRNTS, LNS & SCHOLARSHIPS	TOTAL
Balance on Hand	\$ 4,271,638.08	\$ 1,003,158.84	\$ 1,387,382.78	\$ 186,848.21	\$ 224,284.90	\$ (367,186.55)	\$ 481,080.62	\$ 18,904.32	\$ 25,330.65	\$ 41,098.67	\$ 7,272,540.52
Total Receipts	937,506.51	116,229.54	29,740.71	-	47,199.55	2,500.00	20,395.98	770.42	20,467.84	8,725.00	\$ 1,183,535.55
Total Cash	5,209,144.59	1,119,388.38	1,417,123.49	186,848.21	271,484.45	(364,686.55)	501,476.60	19,674.74	45,798.49	49,823.67	8,456,076.07
Due To/From Accts	-	-	-	-	-	-	-	-	-	-	-
Transfers/Bank CDs	252,024.04	-	-	-	-	39,861.60	-	-	-	-	291,885.64
Expenditures	(1,260,959.38)	(156,210.39)	(250,200.00)	-	(106,747.74)	(65,498.19)	-	(3,000.00)	(45,342.35)	-	(1,887,958.05)
ACCOUNT BALANCE	4,200,209.25	963,177.99	1,166,923.49	186,848.21	164,736.71	(390,323.14)	501,476.60	16,674.74	456.14	49,823.67	6,860,003.66
Deposits in Transit	(10,913.10)										(10,913.10)
Outstanding Checks	567,057.71										567,057.71
BANK BALANCE	4,756,353.86	963,177.99	1,166,923.49	186,848.21	164,736.71	(390,323.14)	501,476.60	16,674.74	456.14	49,823.67	7,416,148.27
Certificates of Deposit	-	-	2,704,020.34	500,000.00	248,000.00	-	3,367,000.00	-	100,000.00	-	6,919,020.34
Illinois Funds	7,321,448.49	2,489,127.03	800,813.14	142,792.29	-	76,267.09	948,507.88	-	-	333,519.15	12,112,475.07
Bldg Reserve-ILLFund			457,280.79								457,280.79
Total Investment	\$ 7,321,448.49	\$ 2,489,127.03	\$ 3,962,114.27	\$ 642,792.29	\$ 248,000.00	\$ 76,267.09	\$ 4,315,507.88	\$ -	\$ 100,000.00	\$ 333,519.15	\$ 19,488,776.20
LaSalle State Bank	\$ 401,114.82										
Midland States Bank	7,015,033.45										
	<u>\$ 7,416,148.27</u>										

Respectfully submitted,


 Kathy Ross
 Controller

ILLINOIS VALLEY COMMUNITY COLLEGE
INVESTMENT STATUS REPORT
December 31, 2019

<u>DUE</u>	<u>Education</u>	<u>Oper. & Maint</u>	<u>O&M Restricted</u>	<u>Bond & Int</u>	<u>Auxiliary</u>	<u>Working Cash</u>	<u>Liability Protection & Settlement</u>	<u>Total</u>	<u>Bank</u>	<u>Rate %</u>	<u>APY %</u>	<u>Certificate Number</u>
4/13/2020			500,000	500,000				1,000,000	CTB	2.39%	2.40%	106342
5/4/2020						245,000		245,000	MBS	2.70%	2.70%	Morgan Stanley PVT
5/4/2020						245,000		245,000	MBS	2.75%	2.75%	CitiBank NA
5/4/2020						245,000		245,000	MBS	2.70%	2.70%	Israel Discount Bank
5/4/2020						245,000		245,000	MBS	2.75%	2.75%	Morgan Stanley NA
5/20/2020					248,000			248,000	MBS	2.05%	2.05%	American Express
7/17/2020			204,020					204,020	HNB	2.48%	2.50%	600092-1002
10/26/2020			1,000,000					1,000,000	MB	2.25%	2.26%	17050
11/7/2020						150,000		150,000	MB	2.25%	2.26%	15192
5/3/2022						248,000		248,000	MBS	2.35%	2.35%	American Express
5/3/2022						248,000		248,000	MBS	2.35%	2.35%	Capital One
7/19/2022						247,000		247,000	MBS	2.25%	2.25%	Discover Bank
7/19/2022						247,000		247,000	MBS	2.30%	2.30%	Capital One
7/19/2022						247,000		247,000	MBS	2.30%	2.30%	Wells Fargo
11/23/2022			1,000,000					1,000,000	MB	2.65%	2.67%	17012
11/23/2022							100,000	100,000	MB	2.65%	2.67%	17013
11/7/2023						200,000		200,000	CB	3.50%	3.50%	Goldman Sachs
11/7/2023						200,000		200,000	CB	3.50%	3.50%	UBS Bank USA
11/8/2023						200,000		200,000	CB	3.55%	3.55%	Morgan Stanley Bank
11/8/2023						200,000		200,000	CB	3.55%	3.55%	Morgan Stanley
11/15/2023						200,000		200,000	CB	3.55%	3.55%	Comenity Capital
Total CD	-	-	2,704,020	500,000	248,000	3,367,000	100,000	6,919,020				

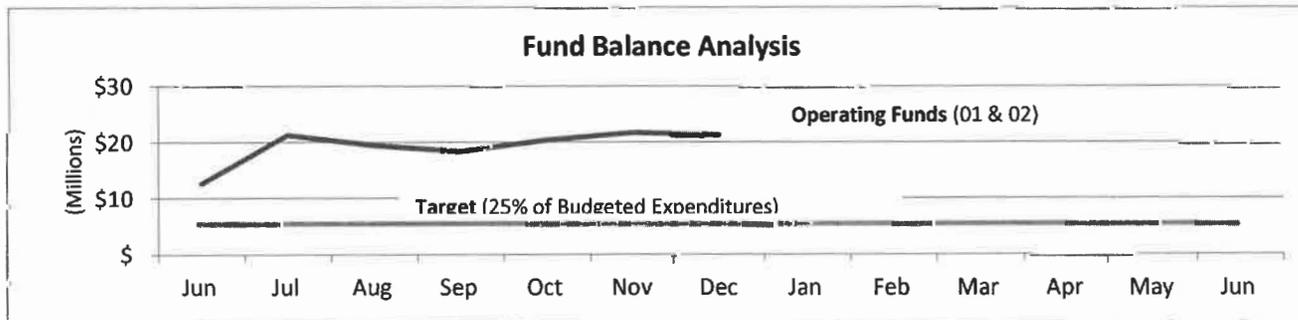
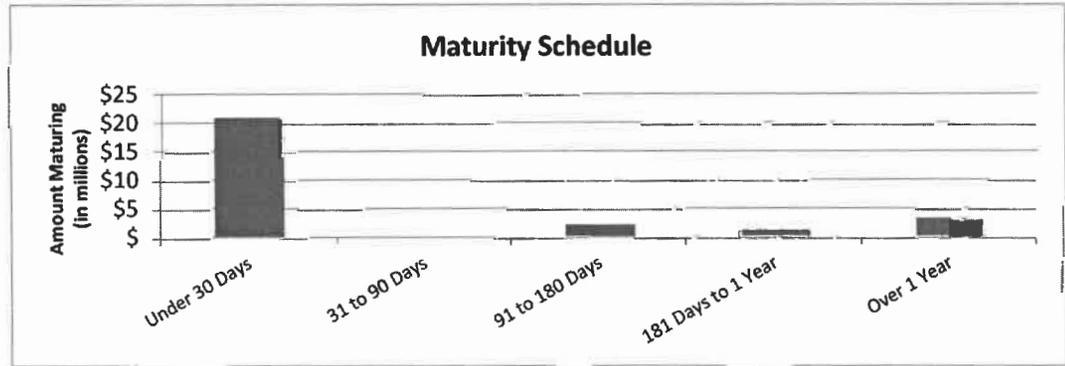
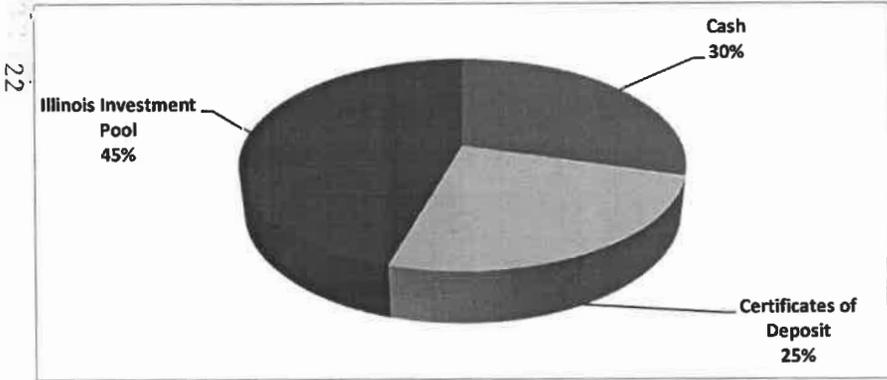
CB	Commerce Bank	LSB	LaSalle State Bank	MBS	Multi-Bank Securities, Inc.
CTB	Central Bank	MB	Marseilles Bank	MSB	Midland States Bank
HNB	Hometown National Bank				

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**Illinois Valley Community College District No. 513
Investment Status Report
All Funds
December 31, 2019**

Instrument	Current Portfolio Distribution	Current Portfolio	Weighted Average Yield
Cash	29.6%	\$ 8,257,978	1.20%
Financial Aid Account	0.2%	47,152	1.20%
Certificates of Deposit	24.8%	6,919,020	2.61%
Illinois Investment Pool	45.5%	12,690,082	1.70%
Total		\$ 27,914,232	1.78%

Institution	Illinois Investment Pool	Certificates of Deposit	Cash & Trusts	Total	Current Distribution
IL Funds -General	\$ 12,232,801	-	-	\$ 12,232,801	44%
IL Funds -Building	457,281	-	0	457,281	2%
Midland Sates Bank	-	-	6,742,644	6,742,644	24%
Midland States-F/A	-	-	47,152	47,152	0%
Midland States-Bldg	-	-	526,400	526,400	2%
LaSalle State Bank	-	-	569,883	569,883	2%
Central Bank	-	1,000,000	-	1,000,000	4%
Commerce Bank	-	1,000,000	-	1,000,000	4%
Hometown Bank	-	204,020	-	204,020	1%
Multi Bank Securities	-	2,465,000	-	2,465,000	9%
Heartland Bank-Bldg	-	-	225,013	225,013	1%
Heartland Bank	-	-	194,038	194,038	1%
Marseilles Bank	-	2,250,000	-	2,250,000	8%
	\$ 12,690,082	\$ 6,919,020	\$ 8,305,130	\$ 27,914,232	100%

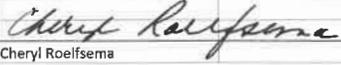
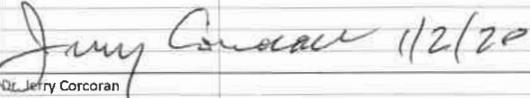


**\$5,000 and Over Disbursements
12/01/19 - 12/31/19**

Check Number	Check Date	Vendor Number Payee	Check Amount	Description
753168	12/04/19	0001169 City of Oglesby	\$ 5,848.83	Police Protection and Water/Sewer
753183	12/04/19	0177551 Leepfrog Technologies, Inc	5,800.00	Software Support
753187	12/04/19	0000950 Midland Paper Company	13,159.87	Copier/Printer Paper
753196	12/04/19	0187054 RSM US LLP	31,020.19	Course Schedule Consulting
ACH	12/06/19	CCHC	248,318.37	Health Insurance (December)
753234	12/11/19	0128254 Cargill Inc Salt Division	6,137.16	Road Salt
753243	12/11/19	0214499 Constellation NewEnergy, Inc	26,629.06	Electricity (10/09/19-11/07/19)
753270	12/11/19	0005259 ICCTA	5,775.00	Dues
753285	12/11/19	0101216 MBS Textbook Exchange, Inc	10,996.16	Books for Resale
753306	12/11/19	0091568 Pearson Education, Inc	7,596.15	Books for Resale
753314	12/11/19	0183070 Rittenhouse Book Distribution	10,095.48	Books for Resale
ACH	12/12/19	Internal Revenue Service	58,969.84	Federal Payroll Taxes (12/12/19)
ACH	12/12/19	Illinois Department of Revenue	21,452.80	State Payroll Taxes (12/12/19)
ACH	12/12/19	VALIC Retirement Services	11,290.53	403(b) & 457(b)Payroll (12/12/19)
753356	12/12/19	0082897 SURS	46,239.51	Payroll (12/12/19)
753370	12/17/19	0001369 Ameren Illinois	7,499.61	Gas Main Campus (11/01/19-12/1/19), Gas East Campus (11/07/19-12/10/19), Electricity East Campus (11/07/19-12/10/19)
753380	12/17/19	0209567 Delta Dental of Illinois	10,310.52	Dental Insurance (November)
753382	12/17/19	0130732 Dodson Plumbing, Heating and Air Conditioning	250,200.00	Building "C" Chiller/Air Handler Replacement*
753384	12/17/19	0209907 Ellucian Company, LP	6,437.50	Consulting
753387	12/17/19	0181795 G4S Secure Solutions (USA) Inc	24,874.61	Security Services Main Campus (9/16/19-9/29/19), Main & Ottawa Campus (11/18/19-11/24/19), Ottawa Campus (11/25/19-12/01/19)
ACH	12/26/19	Internal Revenue Service	60,630.95	Federal Payroll Taxes (12/26/19)
ACH	12/26/19	Illinois Department of Revenue	21,314.63	State Payroll Taxes (12/26/19)
ACH	12/26/19	VALIC Retirement Services	11,290.53	403(b) & 457(b)Payroll (12/26/19)
753444	12/26/19	0082897 SURS	<u>46,636.41</u>	Payroll (12/26/19)
			\$ 948,523.71	

*Protection, Health, & Safety (PHS) Projects

Stipends For Pay Period 12/07/19

Name		Start Date	End Date	Last Pay	Earn	Amount	GL No.	Section Name	Section Title	Comments
Ault, Richard L	Drum Lessons X 2	11/18/19	11/25/19	12/07/19	OV	\$70.00	011120650051340	MUP-2025-01	Applied Music: Drum Set	
Biagi, Dorothy A	Italian Tortelacci	11/20/19	11/20/19	12/07/19	ST	\$180.00	014110394151320	HLR-3943-311	Italian Tortellaci	
Bias, Timothy John	Sabic & US Silica-Mechanic Test	11/19/19	11/21/19	12/07/19	ST	\$1,012.50	014210331051320			
Boyle- Bruch, Ida Lee	Food Sanitation	12/02/19	12/02/19	12/07/19	ST	\$500.00	014110394151320	CEU-1503-12	Food Service Sanitation-8 Hour	
Data, Dorene Marie	Manufacturing Expo	10/29/19	10/29/19	12/07/19	SG	\$50.00	061320152751900			
Elias, Gina Rae	Manufacturing Expo	10/29/19	10/29/19	12/07/19	SG	\$50.00	061320152751900			
Fitzpatrick, Sara Elizabeth	Hors d'oeuvres & Wine Pairing	11/19/19	11/19/19	12/07/19	ST	\$220.00	014110394151320	HLR-3101-311	Hors D'Oeuvres & Wine Pairing	
Fox, Amber Rae	Manufacturing Expo	10/29/19	10/29/19	12/07/19	SG	\$50.00	061320152751900			
Gibson, James A	Manufacturing Expo	10/29/19	10/29/19	12/07/19	SG	\$50.00	061320152751900			
Gibson, Stephen Benton	Manufacturing Expo	10/29/19	10/29/19	12/07/19	SG	\$50.00	061320152751900			
Landgraf, Tammy L	Mileage Reimbursement	11/13/19	11/20/19	12/07/19	ML	\$130.50	011220646155212			
Mott, Willard D	Manufacturing Expo	10/29/19	10/29/19	12/07/19	SG	\$50.00	061320152751900			
Norlin, Marilyn Kaye	Costume Seamstress for Musical	10/14/19	12/01/19	12/07/19	ST	\$600.00	013620620151900			
Reese, Robert C	Manufacturing Expo	10/29/19	10/29/19	12/07/19	SG	\$50.00	061320152751900			
Retoff, Dan J	Beginning Yoga	10/09/19	11/20/19	12/07/19	ST	\$315.00	014110394151320	HLR-6101-310	Beginning Yoga - Level I	
Schneider, Gregg A	Driver Improvement-LaSalle	11/20/19	11/20/19	12/07/19	ST	\$140.00	014110394251320	CDV-6000-321	LaSalle Co Driver Improvement	
Seghi, Heather Nicole	Dental Assisting Stackable Certificate	08/15/19	11/22/19	12/07/19	SG	\$2,100.00	061320152751900			
Smith, Paul C	Manufacturing Expo	10/29/19	10/29/19	12/07/19	SG	\$50.00	061320152751900			
Smith, Sara E	Food Service Sanitation	11/07/19	11/21/19	12/07/19	ST	\$600.00	014110394151320	CEU-1503-631	Food Service Sanitation-8 Hour	
Sondgeroth, Anthony Lee	Manufacturing Expo	10/29/19	10/29/19	12/07/19	SG	\$50.00	061320152751900			
Sondgeroth, Anthony Lee	Welding Proficiency Test-US Silica	11/20/19	11/20/19	12/07/19	ST	\$225.00	014210331051320			
Sorce, Adrianna Lyn	Holiday Santa on Canvas	12/02/19	12/02/19	12/07/19	ST	\$150.00	014110394151320	HLR-1115-312	Holiday Santa on Canvas	
Story, Michelle M	Manufacturing Expo	10/29/19	10/29/19	12/07/19	SG	\$50.00	061320152751900			
					Total	\$6,743.00				
 Cheryl Roelfsema Vice President of Business Services and Finance										
 Dr. Jerry Corcoran President										
						*Earn types RE=Regular, TF=Taxable Reimbursements, ST/SG=Stipend, ES=SURS Exempt Stipend, OV=Overload, VA=Vacation Payout, ML= Commuting Mileage MI=Miscellaneous, SS=Summer School				

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Stipends For Pay Period 12/21/19

Name		Start Date	End Date	Last Pay	Earn	Amount	GL No.	Section Name	Section Title	Comments
Ault, Richard L	Drum Lessons X 4	12/02/19	12/12/19	12/21/19	OV	140.00	011120650051340	MUP-2025-01	Applied Music: Drum Set	
Biagi, Dorothy A	Italian Specialties	12/03/19	12/03/19	12/21/19	ST	220.00	014110394151320	HLR-3102-312	Italian Specialties	
Biagi, Dorothy A	Let's Eat Cheesecake	12/10/19	12/10/19	12/21/19	ST	200.00	014110394151320	HLR-3203-312	Let's Eat Cheesecake	
Bouxsein, Jessie Lynn	Mentoring Advanced Placement Students	08/15/19	12/01/19	12/21/19	SG	1,050.00	061320152751900			
Bruch, Anna Marie Faletti	Mentoring Advanced Placement Students	08/15/19	12/01/19	12/21/19	SG	1,050.00	061320152751900			
Bruch, Anna Marie Faletti	NUR 1202 05 Lab (4)	11/24/19	12/07/19	12/21/19	OV	350.00	011420730051340			Covered J. Bouxsein Classes
Francisco, Marjorie Lynn	Mentoring Advanced Placement Students	08/15/19	12/01/19	12/21/19	SG	1,050.00	061320152751900			
Francisco, Marjorie Lynn	NUR 1202 10 Lab, Seminar, Clinical	11/24/19	12/07/19	12/21/19	OV	906.50	011420730051340			Covered for J. Bouxsein Classes
Fritz, Bradley C	Student Recital Fall 19	11/18/19	12/02/19	12/21/19	ST	200.00	011120650051900			
Gibson, James A	Micro Certificates/Electronics & Robotics	08/15/19	12/11/19	12/21/19	SG	3,500.00	061320152751900			
Jenrich, Chuck	PGI Project/AS9100	12/04/19	12/11/19	12/21/19	ST	800.00	014210331051320			
Jenrich, Chuck	Taxable Fringe	08/21/19	11/05/19	12/21/19	TF	1,702.60	014210331054200			
Jenrich, Chuck	Taxable Fringe	08/21/19	11/05/19	12/21/19	TF	478.70	014210331055212			
Klieber, Tracie Marie	Yoga Unique to You	10/16/19	12/11/19	12/21/19	ST	562.50	014110394151320	HLR-6218-310	Yoga Unique To You	
Knowlton, Amber Sue	NUR 1202 05 Clinical, Seminar	11/24/19	12/07/19	12/21/19	OV	966.00	011420730051340			Covered for J. Bouxsein Classes
Moskalewicz, James P	Addendum 7 Sessions	12/08/19	12/21/19	12/21/19	AD	529.15	013230030851540			
Ossola, Jyllian	Family & Me Wood Door Tags	12/14/19	12/14/19	12/21/19	ST	200.00	014110394151320	HLR-2312-12	Family & Me Wood Door Tags	
Prine, Renee Marie	Addendum 7 Sessions	12/08/19	12/21/19	12/21/19	AD	445.40	013230030851540			
Pumo, Deborah J	NUR 1202 04, Clinical, Seminar 2201 06	11/24/19	12/07/19	12/21/19	OV	1,099.00	011420730051340			Covered for J. Bouxsein and A. Knowlton Classes
Pytel, Kyle Edwin	Driver Improvement-LaSalle	12/07/19	12/07/19	12/21/19	ST	140.00	014110394251320	CDV-6000-12	LaSalle Co Driver Improvement	
Robertson, Amber Lynn	NUR 1202 04 Lab	11/24/19	12/07/19	12/21/19	OV	262.50	011420730051340			Covered for J. Bouxsein Classes
Roether, Jenilyn E	Student /Choral Recital Fall 19	11/18/19	12/02/19	12/21/19	ST	200.00	011120650051900			
Sarver, Gregory Stephen	Driver Improvement-Bureau County	12/14/19	12/14/19	12/21/19	ST	150.00	014110394351320	CDV-7000-01	Bureau Co Driver Improvement	
Schneider, Gregg A	Driver Improvement -LaSalle	12/04/19	12/04/19	12/21/19	ST	140.00	014110394251320			
Schneider, Gregg A	Driver Improvement-LaSalle	12/11/19	12/11/19	12/21/19	ST	140.00	014110394251320	CDV-6000-322	LaSalle Co Driver Improvement	
Schomas, Jane Elizabeth	Beginning Swing Dance	10/22/19	12/10/19	12/21/19	ST	360.00	014110394151320	HLR-5102-410	Beginning Swing Dance	
Schomas, Jane Elizabeth	Advanced Swing Dance	10/22/19	12/10/19	12/21/19	ST	360.00	014110394151320	HLR-5103-410	Advanced Swing Dance	

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Stipends For Pay Period 12/21/19

Name		Start Date	End Date	Last Pay	Earn	Amount	GL No.	Section Name	Section Title	Comments
Story, Michelle M	Proficiency Exam/Flint Hills	12/10/19	12/10/19	12/21/19	ST	125.00	014210331051320			
				Total		17,327.35				
<i>Cheryl Roelfsema</i>										
Cheryl Roelfsema	Vice President of Business Services and Finance									
<i>Jerry Corcoran</i>										
Dr. Jerry Corcoran										
President										

*Earntypes
 RE=Regular, TF=Taxable Reimbursements, ST/SG=Stipend, ES=SURS
 Exempt Stipend, OV=Overload, VA=Vacation Payout, ML= Commuting
 Mileage
 MI=Miscellaneous, SS=Summer School

Semi-annual Review of Closed Session Minutes

The Closed Session Minutes Committee met on Thursday, December 12, 2019 to discuss the minutes of meetings lawfully closed under the Open Meetings Act. The Committee's recommendation follows:

Recommendation:

The Closed Session Minutes Committee recommends Board approval to release the following closed session minutes:

January 10, 2019	Inactivate Two Programs
June 18, 2019	Closed Session Minutes Committee
July 11, 2019	Board Vacancy
August 12, 2019	Selection of a Person to Fill a Vacancy in Public Office
August 15, 2019	Selection of a Person to Fill a Vacancy in Public Office
August 22, 2019	Selection of a Person to Fill a Vacancy in Public Office

KPI 5: District Population Served

RECOMMENDED FOR STAFF APPOINTMENT
2019-2020

GENERAL INFORMATION:

POSITION TO BE FILLED: Administrative Assistant I, Financial Aid

NUMBER OF APPLICANTS: 16

NUMBER OF APPLICANTS INTERVIEWED: 3

APPLICANTS INTERVIEWED BY:

Ms. Brown, Ms. Credi, Mr. Johnson, Ms. Wohrley

APPLICANT RECOMMENDED:

Janna Stash

EDUCATIONAL PREPARATION:

Illinois Valley Community College, Oglesby, IL– A.A.S., Office Technology

EXPERIENCE:

Illinois Valley Community College, Oglesby, IL – Help Desk Specialist, Information Technologies; User Services Assistant, Learning Technologies; Administrative Assistant, Health Professions; Administrative Assistant, Learning Technologies; Student Help Desk Support, Computer Resource Center

NOTE: THIS CANDIDATE IS BEING RECOMMENDED FOR EMPLOYMENT FOR THE FOLLOWING REASONS:

1. Extensive working knowledge of college support systems, including Ellucian's Colleague
2. Knowledge of information technology fits with the skill set for administrative assistant
3. High assessment test scores demonstrate the ability to perform the necessary tasks to be successful in this position
4. Possesses an Associate in Applied Science degree in Office Technology
5. Personable and demonstrated attention to detail

RECOMMENDED SALARY: \$14.83 per hour, effective date to be determined

Ms. Leslie Hofer, SHRM-CP, PHR
Director of Human Resources

ILLINOIS VALLEY COMMUNITY COLLEGE

College Core Values

Responsibility Caring Honesty Fairness Respect

Vision Statement

Illinois Valley Community College is the preferred gateway to advance individual and community success.

Mission Statement

Illinois Valley Community College provides a high-quality, accessible, and affordable education that inspires individuals and our community to thrive.

Purposes of IVCC

- * The successful completion of courses and degrees required for effective transfer to baccalaureate degree programs.
- * Occupational/technical courses, certificates and degrees leading directly to successful employment or transfer into baccalaureate degree programs.
- * Courses and academic support services designed to prepare students to succeed in college-level coursework.
- * Continuing education courses and community activities that encourage lifelong learning and contribute to the growth and enrichment of students in our community.
- * Student support services to assist in developing personal, social, academic and career goals.
- * Academic and student support programs designed to supplement and enhance teaching and learning.

Principles of Work

Illinois Valley Community College is a system of programs, services and people – the entire system committed to continuous improvement. Nothing stays the same; everything is in a constant process of discovery, creating, and accomplishment. The people of IVCC daily strive to improve the organization's work systems and processes toward higher levels of satisfaction, achievement, and excellence among students and other stakeholders.

College Goals

1. Raise community appreciation for post-secondary education and the opportunities it provides.
2. Provide resources and support systems that cultivate success for our students, employees, and community.
3. Serve as responsible stewards of college, community, state, and donor resources.