

**ILLINOIS VALLEY**  
**COMMUNITY COLLEGE**

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

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

**Thursday, August 15, 2024  
Board Room  
5:30 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.**

## MISSION STATEMENT

Illinois Valley Community College is dedicated to creating opportunities for students and our community by providing access to affordable, high-quality higher education and lifelong learning.

### 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**

Reappointment of Non-tenured Faculty  
President's Evaluation  
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**

Authorization of Continued Payment for  
Standard Operating Expenses  
College Insurance

#### **July**

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

#### **August**

Budget  
a. Public Hearing  
b. Resolution to Adopt Budget

#### **September**

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

#### **October**

Authorize Preparation of Levy  
Audit Report  
IVCC Foundation Update

#### **November**

Adopt Tentative Tax Levy  
Student Fall/Employee Demographic Reports

#### **December**

Adopt Tax Levy  
Schedule of Regular Meeting Dates and Times

#### **Tentative Board Committee Meetings**

Audit Finance Committee: January, April, June, and November

Planning Committee: February and October

Facilities Committee: May and August

Closed Session Meeting Minutes Committee: June and December

**ILLINOIS VALLEY COMMUNITY COLLEGE**  
**Board of Trustees Meeting**  
**Thursday, August 15, 2024 – 5:30 p.m. – Board Room (C-307)**

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The meeting can be accessed by the public at link <https://ivcc-edu.zoom.us/j/87920654409> and meeting ID number 879 2065 4409. For dial-in, call 1 (312) 626-6799.

## **A G E N D A**

1. Call to Order
2. Pledge of Allegiance
3. Moment of Silence
4. Roll Call
5. Public Hearing on FY2025 Budget
  - 5.1 Motion to Suspend Rules Temporarily to Allow for Public Hearing on FY2025 Budget
  - 5.2 Motion to Return to Regular Session
6. Approval of Agenda
7. Public Comment
8. 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.
  - 8.1 Approval of Minutes – July 11, 2024 Board Meeting, and July 24, 2024 Closed Session Meeting Minutes Committee Meeting (Pages 1-8)
  - 8.2 Approval of Bills - \$2,639,278.48
    - 8.2.1 Education Fund - \$1,785,850.93
    - 8.2.2 Operations and Maintenance Fund - \$394,040.13
    - 8.2.3 Auxiliary Fund - \$78,384.29
    - 8.2.4 Restricted Fund - \$42,140.22
    - 8.2.5 Liability, Protection, and Settlement Fund – \$338,862.91
  - 8.3 Treasurer's Report (Pages 9-31)
    - 8.3.1 Financial Highlights (Pages 10-11)
    - 8.3.2 Balance Sheet (Pages 12-13)
    - 8.3.3 Summary of FY25 Budget by Fund (Pages 14-22)
    - 8.3.4 Budget to Actual by Budget Officers (Page 23)
    - 8.3.5 Statement of Cash Flows (Page 24)
    - 8.3.6 Investment Status Report (Pages 25-29)
    - 8.3.7 Disbursements - \$5,000 or more (Pages 30-31)

- 8.4 Personnel – Stipends for Pay Periods Ending July 13, 2024 and July 27, 2024, and Part-Time Faculty and Staff Appointments July 2024 (Pages 32-35)
9. President’s Report
10. Student Trustee’s Report
11. Committee Reports
12. FY2025 Budget – Resolution to Adopt the Budget (Pages 36-39)
13. New High Deductible Health Plan/Health Savings Accounts-CY2025 (Pages 40-41)
14. Purchase Request – Microsoft Software Maintenance and Support (Pages 42-46)
15. Purchase Request – Coursedog Renewal (Pages 47-49)
16. Purchase Request – Ferrilli Core: System Admin – Enhanced Renewal (Pages 50-57)
17. Foundation Donor Event (Page 58)
18. Resolution Designating Date, Time, and Place for Filing Board of Trustee Nominating Petitions (Pages 59-60)
19. Board Policy 01.05 – Vacancies (Pages 61-62)
20. Board Policy 03.24 – Nepotism (Pages 63-64)
21. Board Policy 03.31 – Discipline (Pages 65-68)
22. Board Policy 04.13 – Investments (Pages 69-75)
23. Board Policy 06.10 – Prevailing Wage (Pages 76-77)
24. Board Policy 06.13 – Sexual Misconduct, Sexual and Other Harassment (Pages 78-81)
25. Staff Appointment – Madonna Duncan, Director of Marketing and Communications (Pages 82-83)
26. Faculty Appointment – Rebecca Caldwell, Early Childhood Education Instructor (Pages 84-85)
27. Staff Retirement – Ron Groleau, Dean of Natural Sciences and Business (Pages 86-87)
28. Items for Information (Pages 88-92)
  - 28.1 Staff Appointment – Madeleine Hunter, Administrative Assistant I, Financial Aid (Page 88)
  - 28.2 Staff Appointment – Taressa Edge, Administrative Assistant I, Learning Resources (Page 89)
  - 28.3 Freedom House Networking Agreement (Pages 90-91)
  - 28.4 Employee Separations Report (Page 92)
29. Trustee Comment
30. Closed Session – 1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body; 2) pending or imminent litigation; and 3) closed session minutes.

31. Possible Approval of Workman's Compensation Settlement
32. Approve and Retain – Closed Session Minutes
33. Other
34. Adjournment

**ILLINOIS VALLEY COMMUNITY COLLEGE**  
**Board of Trustees**

**Minutes of Regular Meeting**  
**July 11, 2024**

The Board of Trustees of Illinois Valley Community College District No. 513 convened a regular session at 5:30 p.m. on Thursday, July 11, 2024 in the Board Room (C307) at Illinois Valley Community College.

**Members Physically Present:** Everett J. Solon, Chair  
Jay K. McCracken, Vice Chair  
Amy L. Boyles  
Rebecca Donna  
Jane E. Goetz  
Maureen O. Rebholz  
Emma J. Garretson, Student Trustee

**Members Virtually Present:** Angela M. Stevenson, Secretary

**Members Telephonically Present:**

**Members Absent:**

**Others Physically Present:** Tracy Morris, President  
Kathy Ross, Vice President for Business Services and Finance  
Vicki Trier, Vice President for Academic Affairs  
Mary Beth Herron, Director of Human Resources  
Walt Zukowski, Attorney

**Others Virtually Present:**

**MOMENT OF SILENCE**

A moment of silence was held to remember former Mayor of Oglesby, Anthony Torres, Jr.; Barbara Johll, mother of chemistry professor Matthew Johll and grandmother of Ben Johll, an IT summer employee; Roy “Sonny” Sorenson, Jr., father-in-law of Bookstore Assistant, Gabby Sorenson; and Joel Rangel, cousin of Director of Financial Aid, Isamar Taylor and an IVCC student this past spring and was enrolled for the upcoming fall.

Trustee Angela Stevenson was determined to be eligible to participate in tonight’s meeting electronically in accordance with the Open Meetings Act and Board Policy.

**APPOINTMENT OF SECRETARY PRO-TEM**

Mr. Solon appointed Ms. Goetz as secretary pro-tem as Ms. Stevenson could not be physically present.

**APPROVAL OF AGENDA**

It was moved by Mr. McCracken and seconded by Ms. Goetz to approve the agenda.  
Student Advisory Vote: “Aye” – Ms. Garretson. Roll Call Vote: “Ayes” – Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, Ms. Goetz, Dr. Donna, and Mr. Solon. “Nay” – none.  
Motion carried.

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## **PUBLIC COMMENT**

None

## **CONSENT AGENDA ITEMS**

It was moved by Dr. Boyles and seconded by Dr. Rebholz to approve the consent agenda, as presented.

Student Advisory Vote: “Aye” – Ms. Garretson. Roll Call Vote: “Ayes” – Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, Ms. Goetz, Dr. Donna, and Mr. Solon. “Nay” – none. Motion carried.

The following items were approved in the consent agenda:

Approval of Minutes – June 3, 2024 Facilities Committee Meeting, June 6, 2024 Board Meeting, and June 26, 2024 Audit Finance Committee Meeting.

Approval of Bills - \$1,531,031.29

Education Fund - \$946,447.78; Operations and Maintenance Fund - \$155,485.26; Operations and Maintenance (Restricted Fund) - \$70,743.33; Auxiliary Fund - \$56,657.13; Restricted Fund - \$169,150.67; Liability, Protection, and Settlement Fund - \$131,296.70; and Grants, Loans, and Scholarship Fund - \$1,250.42.

Treasurer’s Report

Personnel

Approved stipends for pay periods ending June 1, 2024, June 15, 2004, and June 29, 2024 and Part-Time Faculty and Staff Appointments for June 2024.

Purchase Requests

- Consortia Purchase for Elevator Maintenance Supplies
- Consortia Purchase for Janitorial Supplies
- Fuel for Truck Driver Training Program
- ICCTA Dues

## **PRESIDENT’S REPORT**

Dr. Morris spotlighted the landscaping work completed at the Ottawa Center. The solar table near the front entrance is now operational. The metal IVCC shield, creating by the Welding Department, will be added to our Festival of Lights display this year. The mural created by Westclox Studios, was recently honored at a very personal dedication. Dr. Morris and award nominees Martha Hoffman Kerestes, Lynn Keyt, and Fran Brolley, attended the ICCTA Awards Ceremony on June 7.

Nurse pinning was held last night and was a touching, beautiful ceremony. An orientation for dual credit instructors was held on June 8 and was the first event in the new CETLA space. Kudos to payroll, business office, and purchasing for the end of year on the budget and audit and facilities, admissions/records/cashier/financial aid/foundation/counseling for all their work getting ready for the fall semester.

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EJS

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IVCC is one of five colleges selected for Round 2 of the REV Up Grant for research and training related to electric vehicles. Professor Mike Phillips participated in the Ocean Observing Institute Initiative in June. Kudos to the Ottawa Center for supporting the We the People exhibit on display at the Ottawa Center through July. IVCC and the Illinois Developmental Education Equity in Action Network (IDEEA) are working together to continue to transform developmental education to help students more successful. Our Transitional English course was approved for Seneca High School and allows students who complete the course to come into college-level English. Numerous Kids Camps are underway. Starved Rock Media held IVCC Day on July 1 that included an interview with Dr. Morris and testimonials that were aired throughout the day. Dr. Morris noted numerous events and happenings over the next several months.

Summer enrollment shows across the board increases of 9.02% in headcount and 5.11% in credit hours compared to Summer 2023. The total budgeted hours are at 113.6% for summer. Fall enrollment shows across the board increases of 26.05% in headcount and 19.65% in credit hours compared to Fall 2023. The total budgeted hours are at 84.77% for summer. Dr. Morris highlighted the targeted efforts to reach out to students about payment options before the drop for non-payment date. Financial Aid applications for 2024-2025 as compared to 2023-2024 currently total 1,718 unduplicated applicants (-34%) of which 1,104 (-29.5%) Pell Grant eligible. Continued issues with the FAFSA delayed the ability for schools to make manual corrections to applications and was only recently made available on July 3. Batch corrections for schools will not be made available until August.

### **STUDENT TRUSTEE’S REPORT**

Ms. Garretson highlighted IVCC Athletics is partnering with OSF Healthcare to provide a location for sports physicals for all area schools on Friday, July 12 in the IVCC Gym. Spring 2024 graduates included 573 degrees and certificates awarded to 444 students compared to 520 degrees and certificates awarded to 395 students in Spring 2023. Ms. Garretson noted Fall 2024 classes begin on August 15.

### **COMMITTEE REPORTS**

None

### **FY2025 TENTATIVE BUDGET**

It was moved by Mr. McCracken and seconded by Dr. Boyles to adopt the Resolution approving the FY2025 Tentative Budget as presented.

Student Advisory Vote: “Aye” – Ms. Garretson. Roll Call Vote: “Ayes” – Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, Ms. Goetz, Dr. Donna, and Mr. Solon. “Nay” – none. Motion carried.

Mr. McCracken thanked Kathy Ross and her staff for a tremendous job. The detail provided by Kathy and her staff to the Audit Finance Committee was incredible and provided a great understanding for all regarding this tentative budget.

It was moved by Ms. Goetz and seconded by Dr. Rebholz to authorize publication of the Notice of Public Hearing for the FY2025 Tentative Budget.



Student Advisory Vote: “Aye” – Ms. Garretson. Roll Call Vote: “Ayes” – Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, Ms. Goetz, Dr. Donna, and Mr. Solon. “Nay” – none. Motion carried.

### **FY2025 RAMP CAPITAL REQUESTS**

It was moved by Ms. Goetz and seconded by Dr. Rebholz to approve submittal of the Academic Support Center/Library RAMP for a total cost of \$7,113,600 with local funding of \$1,778,400.

Student Advisory Vote: “Aye” – Ms. Garretson. Roll Call Vote: “Ayes” – Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, Ms. Goetz, Dr. Donna, and Mr. Solon. “Nay” – none. Motion carried.

Dr. Morris noted these are the same RAMP projects submitted for several years. There are no changes other than the escalation of costs.

It was moved by Dr. Rebholz and seconded by Mr. McCracken to approve submittal of the Nursing Program Expansion RAMP for a total cost of \$2,947,400 with local funding of \$736,900.

Student Advisory Vote: “Aye” – Ms. Garretson. Roll Call Vote: “Ayes” – Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, Ms. Goetz, Dr. Donna, and Mr. Solon. “Nay” – none. Motion carried.

### **STUDENT ATHLETIC INSURANCE RENEWALS**

It was moved by Dr. Boyles and seconded by Ms. Goetz to accept the proposal from Wellfleet Insurance Company for the blanket student athletic insurance coverage at \$69,216.00.

Student Advisory Vote: “Aye” – Ms. Garretson. Roll Call Vote: “Ayes” – Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, Ms. Goetz, Dr. Donna, and Mr. Solon. “Nay” – none. Motion carried.

It was moved by Dr. Rebholz and seconded by Dr. Boyles to accept the recommendation of the insurance consultant to accept the renewal from Gerber Life Insurance Company for the student athletic catastrophic insurance coverage with Zevitz Student Accident Insurance at \$4,500.

Student Advisory Vote: “Aye” – Ms. Garretson. Roll Call Vote: “Ayes” – Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, Ms. Goetz, Dr. Donna, and Mr. Solon. “Nay” – none. Motion carried.

### **CHANGE ORDER FOR SALT STORAGE FACILITY – END INFILL**

It was moved by Ms. Goetz and seconded by Dr. Donna to approve the change orders to the Salt Storage Facility project of \$37,118. This will come from the PHS fund balance.

Student Advisory Vote: “Aye” – Ms. Garretson. Roll Call Vote: “Ayes” – Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, Ms. Goetz, Dr. Donna, and Mr. Solon. “Nay” – none. Motion carried.

### **PRESIDENT’S CONTRACT ADDENDUM**

It was moved by Mr. McCracken and seconded by Dr. Donna to approve the addendum to the employment contract for President Dr. Tracy Morris. The President’s annual salary for the period of July 1, 2024 - June 30, 2025 shall be increased by 3.75%, which is in alignment with all

employees for the fiscal year, to \$212,687 per annum, as well as benefits and other conditions presented in the original contract. This increase will be made retroactively to July 1, 2024. Student Advisory Vote: “Aye” – Ms. Garretson. Roll Call Vote: “Ayes” – Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, Ms. Goetz, Dr. Donna, and Mr. Solon. “Nay” – none. Motion carried.

### **BOARD POLICY 01.25 PRESIDENTIAL SUCCESSION**

It was moved by Dr. Donna and seconded by Dr. Rebholz to approve the Board Policy, as presented. Student Advisory Vote: “Aye” – Ms. Garretson. Roll Call Vote: “Ayes” – Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, Ms. Goetz, Dr. Donna, and Mr. Solon. “Nay” – none. Motion carried.

### **BOARD POLICY 03.03 BACKGROUND CHECKS**

It was moved by Ms. Goetz and seconded by Dr. Donna to approve the Board Policy, as presented. Student Advisory Vote: “Aye” – Ms. Garretson. Roll Call Vote: “Ayes” – Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, Ms. Goetz, Dr. Donna, and Mr. Solon. “Nay” – none. Motion carried.

### **BOARD POLICY 03.19 HIRING PROCESS: ADMINISTRATORS AND STAFF**

It was moved by Mr. McCracken and seconded by Dr. Rebholz to approve the Board Policy, as presented. Student Advisory Vote: “Aye” – Ms. Garretson. Roll Call Vote: “Ayes” – Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, Ms. Goetz, Dr. Donna, and Mr. Solon. “Nay” – none. Motion carried.

### **STAFF APPOINTMENT – REBECCA ZAMORA, DEAN OF WORKFORCE DEVELOPMENT**

It was moved by Mr. McCracken and seconded by Dr. Boyles to approve the appointment of Rebecca Zamora as Dean of Workforce Development at an annualized salary of \$84,556, effective July 29, 2024. Student Advisory Vote: “Aye” – Ms. Garretson. Roll Call Vote: “Ayes” – Ms. Stevenson, Mr. McCracken, Dr. Rebholz, Dr. Boyles, Ms. Goetz, Dr. Donna, and Mr. Solon. “Nay” – none. Motion carried.

Dr. Morris congratulated Ms. Zamora and is excited to see what her degree in Strategic Innovation and Change can bring to Workforce Development. She has a strong background in grant writing, administration, and she will be a fantastic leader and addition to our team.

Ms. Zamora stated it is a pleasure to meet all the Board today and thanked everyone for the opportunity to serve the IVCC family and shared community.

### **ITEMS FOR INFORMATION**

Mr. Solon pointed out the information items on pages 65-75 of the Board book. Mr. Solon commented on the great report from the IT area which was very well written. Ms. Ross stated this is a new requirement from GLBA that must be presented to the Board each year and

will be added to the IT Strategic Plan presented annually. Feedback on this report will be sought from our auditors.

### **TRUSTEE COMMENT**

Mr. McCracken gave kudos to Jeannette and the Ottawa Center staff for working closely with the Visitor's Center and the Ottawa Chamber of Commerce on the "We the People" exhibit. The work done by the IVCC staff to go above and beyond is just absolutely amazing.

Dr. Rebholz stated the LPN Pinning last night was very meaningful. It was great how Dr. Morris connected her mom's experience as an LPN, her as a child, and watching her mom graduate.

### **CLOSED SESSION**

Mr. Solon requested a motion and a roll call vote at 6:08 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; 2) pending or imminent litigation; 3) student disciplinary cases; and 4) closed session minutes.

It was moved by Ms. Goetz and seconded by Dr. Rebholz to enter into a closed session.

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

The Board entered closed session at 6:11 p.m.

It was moved by Ms. McCracken and seconded by Dr. Rebholz to return to the regular meeting.

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

The regular meeting resumed at 6:45 p.m.

### **POSSIBLE BOARD ACTION REGARDING INITIATION OF SUIT AGAINST FORMER TENANT**

It was moved by Dr. Donna and seconded by Ms. Goetz to approve the filing of a complaint for the Initiation of a Suit against the identified Former Tenant to Collect Sums due to College pursuant to Cash Farm Lease dated October 14, 2021 and Mutual Termination and Release Agreement dated August 17, 2023.

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

### **CLOSED SESSION MINUTES**

It was moved by Mr. McCracken and seconded by Dr. Rebholz to approve and retain the closed session minutes of the June 6, 2024 Board Meeting.

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

**OTHER**

None

**ADJOURNMENT**

Mr. Solon declared the meeting adjourned at 6:48 p.m.

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Everett J. Solon, Board Chair

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Angela M. Stevenson, Secretary

**ILLINOIS VALLEY COMMUNITY COLLEGE**  
**Board of Trustees**

**Closed Session Minutes Committee Meeting**  
**July 24, 2024**

The Closed Session Minutes Committee of the Board of Trustees of Illinois Valley Community College District No. 513 met at 3:00 p.m. on Thursday, July 24, 2024 in the Board Room (C-307) at Illinois Valley Community College.

**Committee Members**                   Angela M. Stevenson, Chair  
**Physically Present:**               Jane E. Goetz  
  Rebecca Donna

**Committee Members**  
**Absent:**

**Others Physically**  
**Present:**                               Tracy Morris, President  
  Sandy Beard

The meeting was called to order at 4:00 p.m. by Ms. Stevenson.

**PUBLIC COMMENT**  
None

**CLOSED SESSION**  
It was moved by Dr. Donna and seconded by Ms. Goetz to convene a closed session at 4:03 p.m. to review and discuss the minutes of meetings lawfully closed under the Open Meetings Act. Roll Call Vote: “Ayes” – Ms. Goetz, Dr. Donna, and Ms. Stevenson. “Nay” – none. Motion carried.

It was moved by Ms. Goetz and seconded by Dr. Donna to return to regular session. Roll Call Vote: “Ayes” – Ms. Goetz, and Ms. Stevenson. “Nay” – none. Motion carried. The regular meeting resumed at 4:38 p.m.

**ADJOURNMENT**  
On a motion by Ms. Goetz, seconded by Dr. Donna, and carried unanimously, the meeting was adjourned at 4:40 p.m.

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Angela M. Stevenson, Committee Chair  
and Board Secretary

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Everett J. Solon, Board Chair



**ILLINOIS  
VALLEY  
COMMUNITY  
COLLEGE**

**DISTRICT NO. 513**

**TREASURER'S REPORT**

**July 2024**

Kathy Ross  
V.P. for Business Services and Finance/Treasurer

Eric Johnson  
Controller

## FINANCIAL HIGHLIGHTS – July 2024

### Revenues

- As of July 31, Summer 2024 credit hours are 3,968.5 compared to 3,804 credit hours for Summer 2023. This is an increase of 4.32 percent. July 31 was the tuition deadline for the Fall 2024 semester. Credit hours are 22,609 compared to 21,546.5 for Fall 2023 at this time last year. This is 4.93% percent higher than a year ago.
- The district EAV (equalized assessed valuation) increased by \$306.9 million or 7.69 percent over 2022. The largest increases came from farmland and residential. The district EAV increased to 4,297,594,872 for tax year 2023 compared to 3,990,606,879 for tax year 2022. Tax collections as of July 31 are \$2,370,529. This is less than July 2023, however, it is due to timing of receipts.
- The FY2025 state allocations were published on June 21, 2024 and June 27, 2024 (CTE). Below are IVCC’s allocations compared to the FY2025 budget and FY2024 allocation. In total, our allocation is \$23,424 more than the budgeted amount.

<b>Grant</b>	<b>FY2025 Allocation</b>	<b>FY2024 Allocation</b>	<b>Difference</b>	<b>FY2025 Budget</b>
Base Operating	\$2,299,392	\$2,220,282	\$79,110	\$2,304,749
Small College	\$24,927	\$24,927	0	0
Equalization	\$50,000	\$50,000	0	\$50,000
CTE	\$241,553	\$233,038	\$8,515	237,699

### Expenses

- Overall, expenses are running at 8.2 percent of budget.
- Facilities includes \$115,500 annual rent for the Ottawa Center.
- Information Technologies is running at 22.0 percent; however, several annual software support renewals are paid in July, including Ellucian Colleague for \$495,579.
- Risk Management is running at 31.3 percent; however, insurance renewals are paid in July.

### Protection, Health & Safety Projects

- The D201 project is in substantial completion. CETLA moved in March 1, 2024! There continues to be several punch list items and we are continuing to work through the architect to resolve them.
- The exterior sealing project is progressing nicely; substantial completion date was October 25, 2023. A punch list item was approved. Final completion date was on February 28, 2024. The nine-month warranty meeting occurred on July 17, 2024. During that review, a few action items were identified by the architect that will require the contractor to return. A schedule is currently being coordinated. This is a CDB funded project.
- The lighting and security upgrades are progressing nicely. The lighting portion of the project was completed. The security camera portion of the project is also in substantial completion. Training occurred for the new server the last week of June. However, some issues need to be addressed with the new system. A meeting is scheduled with the vendor in August.
- The salt shed is in substantial completion. The change order for an end-infill is currently being processed.

### Other Building, Grant, and IT Work

- Design work is complete for the Agricultural Educational Center. The Board of Trustees were provided an update at the January 18, 2024 meeting with both exterior and interior

architectural renderings. We are continuing to work through the permit and annexation paperwork with the City of Oglesby. We submitted all bid paperwork and additional requested information to the EDA for approval. The substantial completion date of June 2025 and a final completion date/occupancy of early August 2025 will need to be pushed back. We will be working with NCICG to submit an extension for the EDA grant.

- A concept package for the Indigenous People Display was received during winter break. We met on February 29 to discuss the concept. We met with Paul Bluestone on July 18, 2024 to review the design. We approved the overall design with some slight changes. His team will begin the construction phase of the panels.
- We met with the vendor for the Distance Learning Grant on April 5, 2024, to review the rooms that were identified for their feedback. Three rooms will be easy to convert with minimal prep work. Those rooms include one at the Ottawa Center, one in Building J, and one in the CTC. All other rooms in the older part of the College will need facility and IT work to prepare the rooms for the distance learning equipment. Renovations are slated to begin next May. For the two rooms here (Building J and CTC), the Director of IT and Director of Facilities met with the vendor in July to finalize prep work. They are currently working on the facility work needed for the install of equipment. The College and all high schools have received the majority of their equipment. An email was sent to all participating schools stating we are preparing to have two classrooms ready for a Spring 2025 launch.



Illinois Valley Community College District No. 513  
 Combined Balance Sheet  
 All Fund Types and Account Groups  
 July 31, 2024  
 Unaudited

	Governmental Funds Types			Proprietary Fund Types		Fiduciary Fund Types		Account Groups			Total (Memorandum Only)
	General	Special Revenue	Debt Service	Enterprise	Trust and Agency	General Fixed Assets	General Long-Term Debt				
<b>Assets and Other Debits</b>											
Cash and cash equivalents	\$ 6,365,743	\$ 2,905,691	\$ 240,565	\$ (236,980)	\$ 456,932	\$ -	\$ -				9,731,951
Investments	15,954,489	6,655,391	645,030	-	272,332	-	-				23,527,242
Receivables											
Property Taxes	12,167,383	2,751,315	-	-	-	-	-				14,918,698
Governmental claims	-	60,217	-	-	3,770	-	-				63,988
Tuition and fees	1,958,560	-	-	538,319	-	-	-				2,496,879
Lease	292,734	-	-	-	-	-	-				
CCHC Dividend	2,170,140	-	-	-	-	-	-				
Due from other funds	473,431	8,661	-	167,730	13,575	-	-				663,397
Due to/from student groups	-	-	-	-	-	-	-				
Bookstore inventories	-	-	-	108,697	-	-	-				108,697
Other assets	164,304	198,410	3,473	-	-	-	-				366,187
Deferred Outflows	-	-	-	-	-	-	386,693				386,693
Fixed assets - net	-	-	-	46,687	-	62,334,624	-				62,381,311
Other debits											
Amount available in Debt Service Fund	-	-	-	-	-	-	-				-
Amount to be provided to retire debt	-	-	-	-	-	-	14,447,966				14,447,966
<b>Total assets and deferred outflows</b>	<b>\$ 39,546,783</b>	<b>\$ 12,579,686</b>	<b>\$ 889,068</b>	<b>\$ 624,453</b>	<b>\$ 746,610</b>	<b>\$ 62,334,624</b>	<b>\$ 14,834,659</b>				<b>\$ 131,555,883</b>

Illinois Valley Community College District No. 513  
 Combined Balance Sheet  
 All Fund Types and Account Groups  
 July 31, 2024  
 Unaudited

	Governmental Funds Types			Proprietary Fund Types		Fiduciary Fund Types		Account Groups			Total (Memorandum Only)
	General	Special Revenue	Debt Service	Enterprise	Trust and Agency	General Fixed Assets	Long-Term Debt	General			
<b>Liabilities</b>											
Accounts payable	8,985	103,150	-	161	7,857	-	-	-	-	-	120,153
Accrued salaries & benefits	35,707	128,701	-	-	-	-	-	-	-	-	164,408
Post-retirement benefits & other	132,853	-	-	1,073	-	-	-	-	-	-	133,926
Unclaimed property	315	-	-	-	-	-	-	-	-	-	315
Due to other funds	73,757	38,682	-	-	550,957	-	-	-	-	-	663,397
Due to student groups/deposits	-	-	-	-	187,796	-	-	-	-	-	187,796
Current Portion-Capital Lease	-	-	-	17,323	-	-	-	-	-	12,551	29,873
Current Portion-SBITA	-	-	-	-	-	-	-	518,508	-	-	518,508
Accrued Interest	-	-	-	-	-	-	-	48,323	-	-	48,323
Capital Lease Payable	-	-	-	131	-	-	-	12,265	-	-	12,396
SBITA Payable	-	-	-	-	-	-	-	1,768,540	-	-	1,768,540
Deferred inflows	-	-	-	-	-	-	-	-	-	-	-
Property taxes	6,086,088	1,376,187	-	-	-	-	-	-	-	-	7,462,275
Tuition and fees	18,215	-	-	50,338	-	-	-	-	-	-	68,553
Grants	-	-	-	-	-	-	-	-	-	-	-
Lease Receivable	292,734	-	-	-	-	-	-	-	-	-	292,734
OPEB	-	-	-	-	-	-	-	-	-	-	-
OPEB long term debt	-	-	-	-	-	-	-	8,130,432	-	-	8,130,432
<b>Total Liabilities</b>	<b>6,648,653</b>	<b>1,646,720</b>	<b>-</b>	<b>69,025</b>	<b>746,610</b>	<b>-</b>	<b>-</b>	<b>14,834,659</b>	<b>-</b>	<b>-</b>	<b>23,945,668</b>
<b>Net Position/Net Assets</b>											
Net investment in general fixed assets	-	-	-	-	-	62,334,624	-	-	-	-	62,334,624
Fund balance	-	-	-	-	-	-	-	-	-	-	-
Reserved for restricted purposes	-	10,932,965	-	-	-	-	-	-	-	-	10,932,965
Reserved for debt service	-	-	889,068	-	-	-	-	-	-	-	889,068
Unreserved	32,898,130	-	-	555,428	-	-	-	-	-	-	33,453,558
<b>Total liabilities and net position</b>	<b>\$ 39,546,783</b>	<b>\$ 12,579,685</b>	<b>\$ 889,068</b>	<b>\$ 624,453</b>	<b>\$ 746,610</b>	<b>\$ 62,334,624</b>	<b>\$ 14,834,659</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 131,555,883</b>

Illinois Valley Community College District No. 513  
 Summary of Fiscal Year 2025 Revenues & Expenditures by Fund  
 For the one month ended July 31, 2024  
 Unaudited

	Education Fund	Operations & Maintenance Fund	Operations & Maintenance Restricted Fund	Debt Service Fund	Auxiliary Enterprise Fund	Restricted Purposes Fund	Working Cash Fund	Audit Fund	Liability Protection & Settlement Fund	Total (Memorandum Only)
Actual Revenue	\$ 6,430,119	\$ 603,642	\$ 186,227	\$ -	\$ 416,914	\$ 565,464	\$ 277	\$ 7,021	\$ 248,491	\$ 8,458,155
Actual Expenditures	2,502,705	495,907	-	-	110,506	262,785	-	-	336,099	3,708,003
Other Financing Sources (Uses)	-	-	-	-	-	-	-	-	-	-
Excess (deficit) of Revenues and other financing sources over expenditures and other financing uses	3,927,414	107,735	186,227	-	306,408	302,679	277	7,021	(87,609)	4,750,152
Fund balances July 1, 2024 (estimated)	21,322,346	4,159,789	2,399,374	888,408	385,948	188,738	5,275,438	41,640	1,023,419	35,685,100
Fund balances July 31, 2024	\$ 25,249,760	\$ 4,267,524	\$ 2,585,601	\$ 888,408	\$ 692,356	\$ 491,417	\$ 5,275,715	\$ 48,661	\$ 935,810	\$ 40,435,252

**Illinois Valley Community College District No. 513**  
**Summary of Fiscal Year 2025 Revenues & Expenditures by Fund**  
**For the one month ended July 31, 2024**  
**Unaudited**

	7/31/2024	Annual Budget FY2025	Actual/Budget 8.3%	7/31/2023	Annual Budget FY2024	Actual/Budget 8.3%
<b>EDUCATION FUND REVENUES</b>						
Local Government Sources:						
Current Taxes	\$ 1,658,322	\$ 10,777,223	15.4%	\$ 3,188,436	\$ 9,820,615	32.5%
Corporate Personal Property Replacement Tax	351,613	2,665,550	13.2%	543,282	2,716,250	20.0%
Tax Increment Financing Distributions	25,165	443,700	5.7%	45,417	440,000	10.3%
Total Local Government	2,035,100	13,886,473	14.7%	3,777,136	12,976,865	29.1%
State Government:						
ICCB Credit Hour Grant	275,083	1,962,850	14.0%	246,381	1,832,250	13.4%
Equalization Grant	4,167	50,000	8.3%	4,167	52,500	7.9%
Career/Technical Education Formula Grant	-	237,699	0.0%	-	227,000	0.0%
Other	-	-	-	-	-	-
Total State Government	279,250	2,250,549	12.4%	250,547	2,111,750	11.9%
Federal Government						
PELL Administrative Fees	-	8,000	0.0%	-	7,950	0.0%
Total Federal Government	-	8,000	0.0%	-	7,825	0.0%
Student Tuition and Fees:						
Tuition	3,523,002	6,480,435	54.4%	3,050,535	6,189,780	49.3%
Fees	518,920	914,982	56.7%	420,021	843,315	49.8%
Total Tuition and Fees	4,041,922	7,395,417	54.7%	3,470,556	7,033,095	49.3%
Other Sources:						
Public Service Revenue	22,714	302,472	7.5%	16,624	256,050	6.5%
Other Sources:	51,133	795,302	6.4%	77,918	311,884	25.0%
Total Other Sources	73,847	1,097,774	6.7%	94,542	567,934	16.6%
<b>TOTAL EDUCATION FUND REVENUE</b>	<b>\$ 6,430,119</b>	<b>\$ 24,638,213</b>	<b>26.1%</b>	<b>\$ 7,592,781</b>	<b>\$ 22,697,469</b>	<b>33.5%</b>
<b>EDUCATION FUND EXPENDITURES</b>						
Instruction:						
Salaries	633,587	8,866,718	7.1%	767,681	8,443,208	9.1%
Employee Benefits	117,069	1,807,840	6.5%	113,198	1,680,112	6.7%
Contractual Services	24,694	176,990	14.0%	14,146	114,182	12.4%
Materials & Supplies	39,100	542,413	7.2%	5,625	596,178	0.9%
Conference & Meeting	3,983	195,492	2.0%	6,364	178,713	3.6%
Fixed Charges	8,449	92,000	9.2%	630	92,000	0.7%
Capital Outlay	-	65,260	0.0%	-	87,811	0.0%
Other	-	-	0.0%	50	-	0.0%
Total Instruction	826,883	11,746,713	7.0%	907,693	11,192,204	8.1%

**Illinois Valley Community College District No. 513**  
**Summary of Fiscal Year 2025 Revenues & Expenditures by Fund**  
**For the one month ended July 31, 2024**  
**Unaudited**

	<u>7/31/2024</u>	<u>Annual Budget FY2025</u>	<u>Actual/Budget 8.3%</u>	<u>7/31/2023</u>	<u>Annual Budget FY2024</u>	<u>Actual/Budget 8.3%</u>
<b>Academic Support:</b>						
Salaries	85,550	1,363,864	6.3%	90,489	1,350,414	6.7%
Employee Benefits	11,102	220,352	5.0%	12,980	246,975	5.3%
Contractual Services	34,953	215,744	16.2%	40,378	175,990	22.9%
Materials & Supplies	58,645	315,314	18.6%	49,783	271,555	18.3%
Conference & Meeting	395	17,675	2.2%	150	20,095	0.7%
Utilities	2,000	25,500	7.8%	-	-	#DNV/0!
Capital Outlay	-	-	0.0%	-	24,495	-
Other	-	-	0.0%	-	-	-
<b>Total Academic Support</b>	<b>192,644</b>	<b>2,158,449</b>	<b>8.9%</b>	<b>193,780</b>	<b>2,089,524</b>	<b>9.3%</b>
<b>Student Services:</b>						
Salaries	115,744	1,806,804	6.4%	109,205	1,690,670	6.5%
Employee Benefits	21,442	370,295	5.8%	23,569	419,426	5.6%
Contractual Services	30,653	105,992	28.9%	5,795	78,657	7.4%
Materials & Supplies	4,157	101,045	4.1%	4,561	106,390	4.3%
Conference & Meeting	1,417	57,062	2.5%	550	56,562	1.0%
Utilities	45	-	0.0%	-	-	-
<b>Total Student Services</b>	<b>173,458</b>	<b>2,441,198</b>	<b>7.1%</b>	<b>143,680</b>	<b>2,351,705</b>	<b>6.1%</b>
<b>Public Services/Continuing Education:</b>						
Salaries	32,005	438,148	7.3%	24,873	383,399	6.5%
Employee Benefits	7,246	106,609	6.8%	7,154	107,740	6.6%
Contractual Services	14,099	217,000	6.5%	13,971	128,000	10.9%
Materials & Supplies	9,600	85,200	11.3%	3,320	75,850	4.4%
Conference & Meeting	377	22,600	1.7%	794	17,800	4.5%
Utilities	-	-	0.0%	-	-	-
Other	-	-	0.0%	-	-	-
<b>Total Public Services/Continuing Education</b>	<b>63,327</b>	<b>869,557</b>	<b>7.3%</b>	<b>50,112</b>	<b>712,789</b>	<b>7.0%</b>
<b>Institutional Support:</b>						
Salaries	182,615	2,708,204	6.7%	180,270	2,440,995	7.4%
Employee Benefits	79,384	731,323	10.9%	71,036	742,516	9.6%
Contractual Services	622,741	1,565,879	39.8%	701,853	1,117,108	62.8%
Materials & Supplies	105,718	509,230	20.8%	86,167	399,548	21.6%
Conference & Meeting	2,814	104,276	2.7%	617	90,614	0.7%
Utilities	1,456	10,500	13.9%	-	12,290	0.0%
Capital Outlay	-	878,000	0.0%	-	281,223	0.0%
Other	-	25,500	0.0%	-	24,700	0.0%
Provision for Contingency	-	162,129	0.0%	-	152,506	0.0%
<b>Total Institutional Support</b>	<b>994,728</b>	<b>6,695,041</b>	<b>14.9%</b>	<b>1,039,944</b>	<b>5,261,500</b>	<b>19.8%</b>
Scholarships, Grants and Waivers	251,666	1,080,500	23.3%	222,942	800,400	27.9%
<b>TOTAL EDUCATION FUND EXPENDITURES</b>	<b>\$ 2,502,705</b>	<b>\$ 24,991,458</b>	<b>10.0%</b>	<b>\$ 2,558,151</b>	<b>\$ 22,408,122</b>	<b>11.4%</b>
<b>INTERFUND TRANSFERS - NET</b>	<b>\$ -</b>	<b>\$ 43,245</b>	<b>0.0%</b>	<b>\$ -</b>	<b>\$ (289,472)</b>	<b>0.0%</b>

**Illinois Valley Community College District No. 513**  
**Summary of Fiscal Year 2025 Revenues & Expenditures by Fund**  
**For the one month ended July 31, 2024**  
**Unaudited**

	7/31/2024	Annual Budget FY2025	Actual/Budget 8.3%	7/31/2023	Annual Budget FY2024	Actual/Budget 8.3%
<b>OPERATIONS &amp; MAINTENANCE FUND REVENUES</b>						
Local Government Sources:						
Current Taxes	\$ 272,808	\$ 1,774,029	15.4%	\$ 525,158	\$ 1,619,895	32.4%
Corporate Personal Property Replacement Tax	62,049	400,225	15.5%	95,873	544,968	17.6%
Tax Increment Financing Disbursements	8,388	122,955	6.8%	15,139	125,000	12.1%
Total Local Government	343,246	2,297,209	14.9%	636,171	2,289,863	27.8%
State Government:						
ICCB Credit Hour Grant	44,145	341,899	12.9%	43,479	318,132	13.7%
Total State Government	44,145	341,899	12.9%	43,479	318,132	13.7%
Student Tuition and Fees						
Tuition	201,297	360,646	55.8%	180,032	450,300	40.0%
Total Tuition and Fees	201,297	360,646	55.8%	180,032	450,300	40.0%
Other Sources:						
Facilities Revenue	7,804	112,080	7.0%	9,379	115,000	8.2%
Investment Revenue	6,249	166,250	3.8%	13,581	65,000	20.9%
Other	901	5,000	18.0%	-	5,000	0.0%
Total Other Sources	14,954	283,330	5.3%	22,960	185,000	12.4%
<b>TOTAL OPERATIONS &amp; MAINTENANCE REVENUES</b>	<b>\$ 603,642</b>	<b>\$ 3,283,084</b>	<b>18.4%</b>	<b>\$ 882,641</b>	<b>\$ 3,243,295</b>	<b>27.2%</b>
<b>OPERATIONS &amp; MAINTENANCE FUND EXPENDITURES</b>						
Operations & Maintenance of Plant:						
Salaries	75,786	1,200,296	6.3%	79,858	1,068,967	7.5%
Employee Benefits	19,073	334,181	5.7%	20,716	330,353	6.3%
Contractual Services	19,973	179,200	11.1%	25,430	178,700	14.2%
Materials & Supplies	7,449	357,250	2.1%	(9,227)	290,250	-3.2%
Conference & Meeting	101	1,300	7.7%	-	1,300	0.0%
Fixed Charges	294,799	216,000	136.5%	211,399	173,100	122.1%
Utilities	60,560	729,100	8.3%	15,592	780,900	2.0%
Capital Outlay	8,267	1,569,415	0.5%	-	193,000	0.0%
Provision for Contingency	-	18,932	0.0%	-	23,573	0.0%
Other	-	-	#DIV/0!	-	-	#DIV/0!
Total Operations & Maintenance of Plant	486,006	4,605,674	10.6%	343,768	3,040,143	11.3%
Institutional Support:						
Salaries	4,505	64,242	7.0%	3,553	50,087	7.1%
Employee Benefits	2,583	40,773	6.3%	2,604	41,219	6.3%
Contractual Services	2,746	2,615	105.0%	2,615	2,700	96.9%
Materials & Supplies	66	5,580	1.2%	186	5,308	3.5%
Fixed Charges	-	4,200	0.0%	-	-	#DIV/0!
Other	-	-	0.0%	-	4,200	0.0%
Total Institutional Support	9,900	117,410	8.4%	8,958	103,514	8.7%
<b>TOTAL OPERATIONS &amp; MAINTENANCE EXPENDITURES</b>	<b>\$ 495,907</b>	<b>\$ 4,723,084</b>	<b>10.5%</b>	<b>\$ 352,725</b>	<b>\$ 3,143,657</b>	<b>11.2%</b>

Illinois Valley Community College District No. 513  
 Summary of Fiscal Year 2025 Revenues & Expenditures by Fund  
 For the one month ended July 31, 2024  
 Unaudited

	7/31/2024	Annual Budget FY2025	Actual/Budget 8.3%	7/31/2023	Annual Budget FY2024	Actual/Budget 8.3%
<b>OPERATIONS &amp; MAINTENANCE FUND (RESTRICTED)</b>						
Local Government Sources:						
Current Taxes	183,888	1,229,645	15.0%	497,926	1,784,074	27.9%
State Government Sources	-	220,788	0.0%	-	240,788	0.0%
Federal Government Sources	-	3,500,000	0.0%	-	3,500,000	0.0%
Investment Revenue	2,340	114,000	2.1%	10,016	48,000	20.9%
Other	-	-	0.0%	-	-	0.0%
<b>TOTAL OPERATIONS &amp; MAINTENANCE FUND (RESTRICTED) REVENUES</b>	<b>\$ 186,227</b>	<b>\$ 5,064,433</b>	<b>3.7%</b>	<b>\$ 507,942</b>	<b>\$ 5,572,862</b>	<b>9.1%</b>
<b>OPERATIONS &amp; MAINTENANCE FUND RESTRICTED EXPENDITURES</b>						
Contractual Services	\$ -	\$ 505,777	0.0%	\$ (2,497)	\$ 625,827	0.0%
Materials and Supplies	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%
Fixed Charges	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%
Capital Outlay	\$ -	\$ 6,080,406	0.0%	\$ (67,919)	\$ 4,609,771	-1.5%
<b>TOTAL OPERATIONS &amp; MAINTENANCE FUND (RESTRICTED) EXPENDITURES</b>	<b>\$ -</b>	<b>\$ 6,586,183</b>	<b>0.0%</b>	<b>\$ (70,416)</b>	<b>\$ 5,235,598</b>	<b>-1.3%</b>
<b>INTERFUND TRANSFERS - NET</b>	<b>\$ -</b>	<b>\$ 870,000</b>	<b>0.0%</b>	<b>\$ -</b>	<b>\$ -</b>	<b>#DIV/0!</b>
<b>DEBT SERVICE FUND</b>						
Investment Revenue	\$ -	\$ 8,000	0.0%	\$ 2,081	\$ 8,000	26.0%
<b>TOTAL DEBT SERVICE FUND REVENUES</b>	<b>\$ -</b>	<b>\$ 8,000</b>	<b>0.0%</b>	<b>\$ 2,081</b>	<b>\$ 8,000</b>	<b>26.0%</b>
<b>TOTAL DEBT SERVICE FUND EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>	<b>\$ 116</b>	<b>\$ -</b>	<b>0.0%</b>
<b>INTERFUND TRANSFERS - NET</b>	<b>\$ -</b>	<b>\$ (870,000)</b>	<b>0.0%</b>	<b>\$ -</b>	<b>\$ -</b>	<b>#DIV/0!</b>
<b>AUXILIARY ENTERPRISES FUND REVENUE</b>						
Service Fees	\$ 416,914	\$ 1,597,503	26.1%	\$ 424,933	\$ 723,727	58.7%
Investment Revenue	-	3,000	0.0%	-	200	0.0%
Other Revenue	-	200	0.0%	-	31,500	0.0%
<b>TOTAL AUXILIARY ENTERPRISES FUND REVENUES</b>	<b>\$ 416,914</b>	<b>\$ 1,600,703</b>	<b>26.0%</b>	<b>\$ 424,933</b>	<b>\$ 755,427</b>	<b>56.3%</b>
<b>AUXILIARY ENTERPRISES FUND EXPENSES</b>						
Salaries	\$ 18,748	\$ 364,331	5.1%	\$ 20,948	\$ 368,206	5.7%
Employee Benefits	4,084	104,920	3.9%	4,188	77,480	5.4%
Contractual Services	16,085	996,035	1.6%	8,484	274,302	3.1%
Materials & Supplies	50,858	483,198	10.5%	25,171	301,846	8.3%
Conference & Meeting	630	40,352	1.6%	-	29,196	0.0%
Fixed Charges	20,102	58,696	34.2%	-	49,452	0.0%
Capital Outlay/Depreciation	-	-	0.0%	-	-	#DIV/0!
Other	-	-	0.0%	-	-	#DIV/0!

Illinois Valley Community College District No. 513  
 Summary of Fiscal Year 2025 Revenues & Expenditures by Fund  
 For the one month ended July 31, 2024  
 Unaudited

	7/31/2024	Annual Budget FY2025	Actual/Budget 8.3%	7/31/2023	Annual Budget FY2024	Actual/Budget 8.3%
TOTAL AUXILIARY ENTERPRISES EXPENDITURES	\$ 110,506	\$ 2,047,532	5.4%	\$ 58,790	\$ 1,100,482	5.3%
AUXILIARY ENTERPRISES INTERFUND TRANSFERS - NET	\$ -	\$ 454,029	0.0%	\$ -	\$ 366,239	0.0%



**Illinois Valley Community College District No. 513**  
**Summary of Fiscal Year 2025 Revenues & Expenditures by Fund**  
**For the one month ended July 31, 2024**  
 Unaudited

	7/31/2024	Annual Budget FY2025	Actual/Budget 8.3%	7/31/2023	Annual Budget FY2024	Actual/Budget 8.3%
<b>RESTRICTED PURPOSE FUND REVENUES</b>						
State Government Sources	\$ 95,258	\$ 659,077	14.5%	\$ 107,743	\$ 874,788	12.3%
Federal Government Sources	468,560	4,408,805	10.6%	309,573	4,310,895	7.2%
Nongovernmental Gifts or Grants	-	-	0.0%	21,772	-	#DIV/0!
Other Revenue	1,645	2,000	82.3%	1,836	2,000	0.0%
<b>TOTAL RESTRICTED PURPOSE FUND REVENUES</b>	<b>\$ 565,464</b>	<b>\$ 5,069,882</b>	<b>11.2%</b>	<b>\$ 440,922</b>	<b>\$ 5,187,683</b>	<b>8.5%</b>
<b>RESTRICTED PURPOSE FUND EXPENDITURES</b>						
Instruction:						
Salaries	\$ 18,491	\$ 687,303	2.7%	\$ 23,739	\$ 703,243	3.4%
Employee Benefits	6,348	253,816	2.5%	8,082	266,294	3.0%
Contractual Services	11,263	107,651	10.5%	291	92,241	0.3%
Materials & Supplies	-	166,223	0.0%	5,661	100,897	5.6%
Conference & Meeting	-	24,950	0.0%	160	69,580	0.2%
Utilities	-	-	#DIV/0!	-	-	#DIV/0!
Capital Outlay	-	-	-	-	314,028	0.0%
Other	-	-	-	962	-	0.0%
<b>Total Instruction</b>	<b>36,102</b>	<b>1,239,943</b>	<b>2.9%</b>	<b>38,895</b>	<b>1,545,283</b>	<b>2.5%</b>
Academic Support						
Salaries	\$ -	\$ -	0.0%	\$ -	\$ -	0.0%
Employee Benefits	-	-	0.0%	-	-	0.0%
Contractual Services	-	-	0.0%	-	-	#DIV/0!
Materials and Supplies	-	-	0.0%	-	-	#DIV/0!
Conference & Meeting	-	-	0.0%	-	-	0.0%
<b>Total Academic Support</b>	<b>-</b>	<b>-</b>	<b>0.0%</b>	<b>-</b>	<b>-</b>	<b>#DIV/0!</b>
Student Services:						
Salaries	\$ 15,287	\$ 227,167	6.7%	\$ 16,957	\$ 223,904	7.6%
Employee Benefits	4,347	67,906	6.4%	4,393	80,330	5.5%
Contractual Services	(4,502)	4,781	-94.2%	503	4,781	10.5%
Materials & Supplies	3,765	10,636	35.4%	739	1,900	38.9%
Conference & Meeting	156	5,600	2.8%	-	5,175	0.0%
Utilities	-	-	0.0%	-	-	0.0%
Capital Outlay	-	-	0.0%	-	-	#DIV/0!
Tuition Waivers (TRIO Grant)	-	28,000	0.0%	650	28,000	2.3%
<b>Total Student Services</b>	<b>19,053</b>	<b>344,090</b>	<b>5.5%</b>	<b>23,242</b>	<b>344,090</b>	<b>6.8%</b>
Public Services/Continuing Education:						
Salaries	1,623	45,000	0.0%	978	-	0.0%
Employee Benefits	388	4,000	0.0%	28	-	0.0%
Materials and Supplies	-	-	0.0%	-	-	0.0%
Contractual Services	250	51,000	0.0%	-	-	0.0%
<b>Total Public Services:</b>	<b>2,261</b>	<b>100,000</b>	<b>0.0%</b>	<b>1,006</b>	<b>-</b>	<b>0.0%</b>
Operations & Maintenance of Plant:						
Contractual Services	-	-	#DIV/0!	-	-	0.0%
Capital Outlay	-	-	#DIV/0!	-	-	0.0%
Maintenance supplies	-	-	0.0%	-	-	0.0%

Illinois Valley Community College District No. 513  
**Summary of Fiscal Year 2025 Revenues & Expenditures by Fund**  
For the one month ended July 31, 2024  
Unaudited

	7/31/2024	Annual Budget FY2025	Actual/Budget 8.3%	7/31/2023	Annual Budget FY2024	Actual/Budget 8.3%
<b>Total Operations &amp; Maintenance of Plant</b>	-	-	0.0%	-	-	0.0%
<b>Institutional Support:</b>						
Salaries (Federal Work Study)	108	82,888	0.1%	3,013	99,574	3.0%
Contractual Services	-	-	#DIV/0!	202	78,650	0.3%
Institutional Support	-	-	0.0%	-	7,300	0.0%
SURS on-behalf	-	-	0.0%	-	-	0.0%
Other	-	-	#DIV/0!	-	-	#DIV/0!
<b>Total Institutional Support</b>	<b>108</b>	<b>82,888</b>	<b>0.1%</b>	<b>3,215</b>	<b>185,524</b>	<b>1.7%</b>
Student Grants and Waivers (PELL & SEOG & HEERF)	205,261	3,310,961	6.2%	260,152	3,119,786	8.3%
<b>TOTAL RESTRICTED FUND EXPENDITURES</b>	<b>\$ 262,785</b>	<b>\$ 5,077,882</b>	<b>5.2%</b>	<b>\$ 326,510</b>	<b>\$ 8,132,698</b>	<b>4.0%</b>
<b>RESTRICTED INTERFUND TRANSFERS - NET</b>	<b>\$ -</b>	<b>\$ 2,000</b>	<b>0.0%</b>	<b>\$ -</b>	<b>\$ 200</b>	<b>0.0%</b>
<b>WORKING CASH FUND REVENUES</b>	<b>\$ 277</b>	<b>\$ 150,000</b>	<b>0.2%</b>	<b>\$ 12,291</b>	<b>\$ 75,000</b>	<b>16.4%</b>
Investment Revenue	-	-	0.0%	260	-	0.0%
<b>TOTAL WORKING CASH FUND EXPENDITURES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>
<b>WORKING CASH INTERFUND TRANSFERS - NET</b>	<b>\$ -</b>	<b>\$ (445,680)</b>	<b>0.0%</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0.0%</b>

Illinois Valley Community College District No. 513  
 Summary of Fiscal Year 2025 Revenues & Expenditures by Fund  
 For the one month ended July 31, 2024  
 Unaudited

	7/31/2024	Annual Budget FY2025	Actual/Budget 8.3%	7/31/2023	Annual Budget FY2024	Actual/Budget 8.3%
<b>AUDIT FUND REVENUES</b>						
Local Government Sources:						
Current Taxes	\$ 7,021	\$ 44,351	15.8%	\$ 14,481	\$ 46,899	30.9%
Investment Revenue	-	600	0.0%	87	500	17.4%
<b>TOTAL AUDIT FUND REVENUES</b>	<b>7,021</b>	<b>44,951</b>	<b>15.6%</b>	<b>14,568</b>	<b>47,399</b>	<b>30.7%</b>
<b>AUDIT FUND EXPENDITURES</b>						
Contractual Services	-	44,000	0.0%	15,000	46,500	32.3%
<b>TOTAL AUDIT FUND EXPENDITURES</b>	<b>-</b>	<b>44,000</b>	<b>0.0%</b>	<b>15,000</b>	<b>40,000</b>	<b>37.5%</b>
<b>LIABILITY, PROTECTION &amp; SETTLEMENT FUND REVENUE</b>						
Local Government Sources:						
Current Taxes	\$ 248,491	\$ 1,577,755	15.7%	\$ 511,734	\$ 1,552,546	33.0%
Investment Revenue	-	32,000	0.0%	1,834	13,000	14.1%
Other Revenue	-	-		-	-	0.0%
<b>TOTAL LIABILITY, PROTECTION &amp; SETTLEMENT FUND REVENUE</b>	<b>248,491</b>	<b>1,609,755</b>	<b>15.4%</b>	<b>513,568</b>	<b>1,565,546</b>	<b>32.8%</b>
<b>LIABILITY, PROTECTION &amp; SETTLEMENT FUND EXPENDITURES</b>						
Student Services:						
Salaries	6,092	90,324	6.7%	6,406	86,210	7.4%
Employee Benefits	1,907	28,914	6.6%	1,370	29,273	4.7%
Contractual Services	500	125,500	0.4%	-	125,500	0.0%
Materials & Supplies	-	500	0.0%	18	500	3.6%
Total Student Services	<b>8,500</b>	<b>245,238</b>	<b>3.5%</b>	<b>7,794</b>	<b>241,483</b>	<b>3.2%</b>
Operations & Maintenance of Plant:						
Contractual Services	58,070	549,000	10.6%	25,462	512,000	5.0%
Materials & Supplies	-	800	0.0%	92	100	92.1%
Utilities	31	500	6.2%	-	500	0.0%
Total Operations & Maintenance of Plant	<b>58,101</b>	<b>550,300</b>	<b>10.6%</b>	<b>25,555</b>	<b>512,600</b>	<b>5.0%</b>
Institutional Support:						
Salaries	7,070	88,672	8.0%	5,629	90,922	6.2%
Employee Benefits	1,439	284,190	0.5%	1,223	262,251	0.5%
Contractual Services	152,924	180,150	84.9%	-	140,000	0.0%
Materials & Supplies	-	15,000	0.0%	795	1,500	53.0%
Conference & Meeting	-	4,500	0.0%	-	4,500	0.0%
Fixed Charges	108,065	283,700	38.1%	160,825	255,000	63.1%
Total Institutional Support	<b>269,498</b>	<b>856,212</b>	<b>31.5%</b>	<b>168,472</b>	<b>754,173</b>	<b>22.3%</b>
<b>TOTAL LIABILITY, PROTECTION &amp; SETTLEMENT FUND EXPENDITURES</b>	<b>\$ 336,099</b>	<b>\$ 1,651,750</b>	<b>20.3%</b>	<b>\$ 201,821</b>	<b>\$ 1,252,337</b>	<b>16.1%</b>

Illinois Valley Community College District No. 513  
 Fiscal Year 2025 Budget to Actual Comparison  
 For the one month ended July 31, 2024  
 as of July 31, 2024

Unaudited

Department	Actual FY2025	Annual Budget FY2025	Actual/ Budget 8.3%
President	33,730	342,975	9.8%
Board of Trustees	5,307	19,700	26.9%
Marketing and Communications	12,514	483,210	2.6%
Foundation	17,534	231,720	7.6%
Continuing Education	63,427	969,557	6.5%
Facilities	486,006	6,600,978	7.4%
Informational Technologies	774,814	3,528,064	22.0%
Institutional Effectiveness	21,848	265,793	8.2%
Academic Affairs	31,234	368,704	8.5%
ATOMAT (Grant)	-	226,472	0.0%
Carl Perkins (Grant)	13,533	249,823	5.4%
PATH (Grant)	7,745	250,000	3.1%
Adult Education	19,086	513,648	3.7%
Learning Resources	146,680	1,817,112	8.1%
Workforce Development Division	146,880	2,359,131	6.2%
Natural Sciences & Business Division	254,945	3,272,447	7.8%
Humanities & Fine Arts/Social Science Division	235,806	3,487,828	6.8%
Health Professions Division	180,161	2,615,164	6.9%
Admissions & Records	25,283	492,554	5.1%
Counseling & Student Success	80,286	966,893	8.3%
Student Services	18,221	265,767	6.9%
Financial Aid	236,220	3,784,014	6.2%
Career Services	1,773	51,080	3.5%
Athletics	27,420	389,149	7.0%
TRIO (Student Success Grant)	23,938	344,090	7.0%
Ottawa Center	9,051	117,848	7.7%
Campus Security	58,101	546,300	10.6%
Business Services/General Institution	134,249	1,860,262	7.2%
DCEO-Ag Site work (Grant)	-	220,878	0.0%
Ag. Ed Center (Grant)	-	4,370,000	0.0%
Risk Management	269,498	860,212	31.3%
Tuition Waivers	251,666	1,105,500	22.8%
Food Service	10,464	276,580	3.8%
Purchasing	11,716	158,763	7.4%
Human Resources	18,437	256,460	7.2%
Bookstore	65,716	1,256,141	5.2%
Shipping & Receiving	9,900	117,410	8.4%
Copy Center	4,811	79,662	6.0%
<b>Total FY25 Expenditures</b>	<b>3,708,003</b>	<b>45,121,889</b>	<b>8.2%</b>

**Illinois Valley Community College**  
**Statement of Cash Flows**  
**for the Month ended July 31, 2024**

	EDUCATION	OP/MAINT	OP / MAINT. RESTRICTED	BOND & INTEREST	AUXILIARY	RESTRICTED	WORKING CASH	AUDIT	LIAB, PROT. & SETTLEMENT	GRNTS, LNS & SCHOLARSHIPS	TOTAL
Balance on Hand	\$ 5,067,865.08	\$ 318,886.96	\$ (114,656.93)	\$ 235,484.85	\$ (766,940.94)	\$ (1,272,714.91)	\$ 1,004,311.62	\$ 19,423.94	\$ 411,072.96	\$ 751,543.74	\$ 5,654,276.37
Total Receipts	2,803,436.00	294,967.28	183,887.61	-	33,908.82	7,695.46	-	7,021.14	263,940.80	85,680.60	3,680,537.71
Total Cash	7,871,301.08	613,854.24	69,230.68	235,484.85	(733,032.12)	(1,265,019.45)	1,004,311.62	26,445.08	675,013.76	837,224.34	9,334,814.08
Due To/From Accts	(600,000.00)	-	-	-	600,000.00	-	-	-	-	-	-
Transfers/Bank CDs	-	-	-	-	-	-	-	-	-	-	-
Expenditures	(2,355,409.16)	(495,906.80)	-	-	(103,021.29)	(111,418.79)	-	-	(355,371.46)	-	(3,421,127.50)
ACCOUNT BALANCE	4,915,891.92	117,947.44	69,230.68	235,484.85	(236,053.41)	(1,376,438.24)	1,004,311.62	26,445.08	319,642.30	837,224.34	5,913,686.58
Deposits in Transit	(213,250.06)	-	-	-	-	-	-	-	-	-	(213,250.06)
Outstanding Checks	217,940.06	-	-	-	-	-	-	-	-	-	217,940.06
BANK BALANCE	4,920,581.92	117,947.44	69,230.68	235,484.85	(236,053.41)	(1,376,438.24)	1,004,311.62	26,445.08	319,642.30	837,224.34	5,918,376.58
Certificates of Deposit	-	-	-	-	-	-	469,721.00	-	-	-	469,721.00
Illinois Funds	8,203,346.37	1,399,345.68	523,882.52	-	-	368,432.62	62,044.54	-	-	1,272,331.82	11,829,383.55
ISDLAF+ Funds	34,418.88	229,857.38	577,789.96	-	-	-	36,853.48	-	-	-	878,919.70
ISDLAF+ CD's	1,632,800.00	237,800.00	710,450.00	-	-	-	1,401,450.00	-	-	-	3,982,500.00
PIMA Holdings- MM	4,857.96	2,428.98	-	1,518.11	-	-	5,343.76	-	-	-	14,148.81
PMA Holdings-CD's/Govt Securities	2,062,005.95	1,034,008.81	-	643,249.67	-	-	2,272,414.72	-	-	-	6,011,679.15
Capital Dev. Fund-MID	-	-	234,325.69	-	-	-	-	-	-	-	234,325.69
Total Investment	\$ 11,937,429.16	\$ 2,903,440.85	\$ 2,046,448.17	\$ 644,767.78	\$ -	\$ 368,432.62	\$ 4,247,927.50	\$ -	\$ -	\$ 1,272,331.82	\$ 23,420,677.90
LaSalle State Bank	\$ 452,729.43	-	-	-	-	-	-	-	-	-	452,729.43
Midland States Bank	5,465,647.15	-	-	-	-	-	-	-	-	-	5,465,647.15
	<u>\$ 5,918,376.58</u>										<u>5,918,376.58</u>

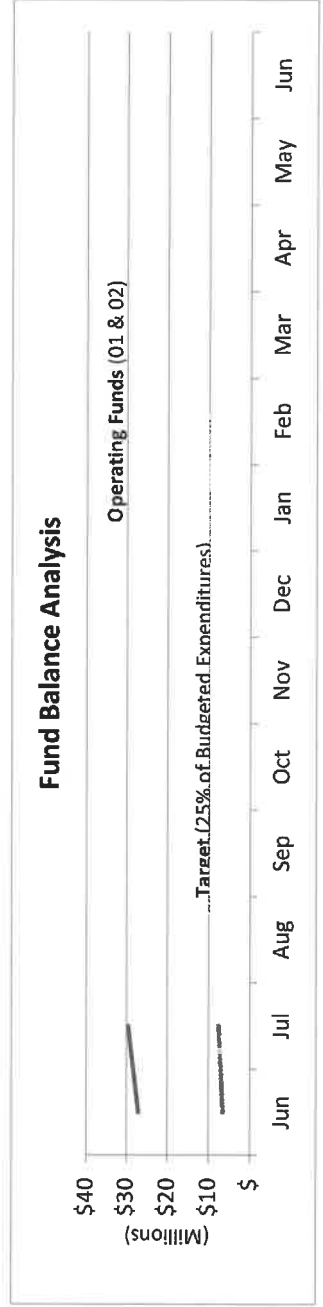
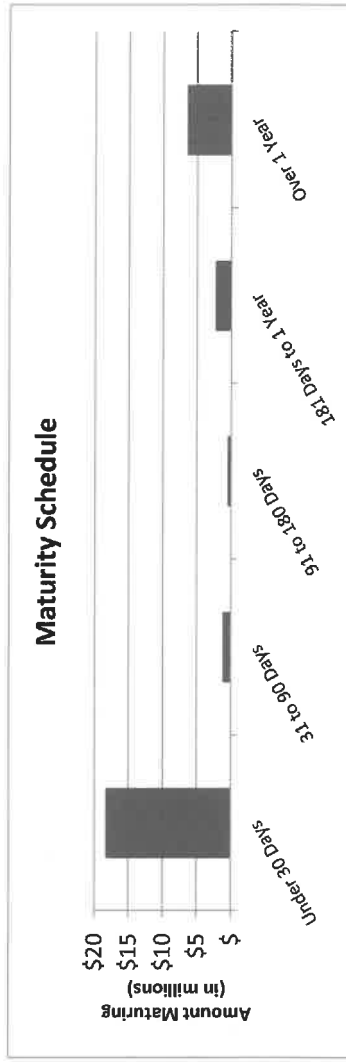
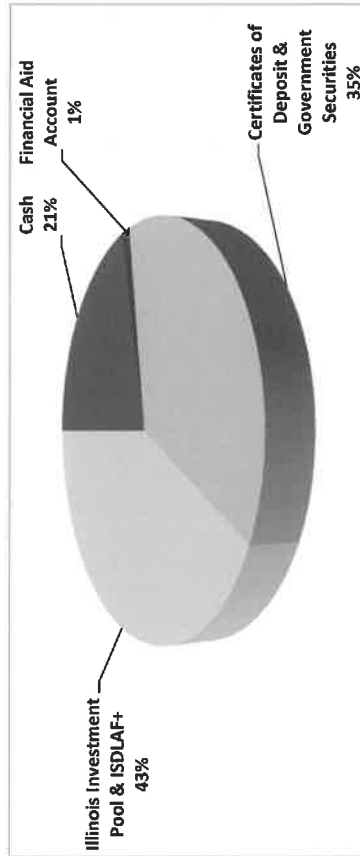
Respectfully submitted,

  
Eric Johnson  
Controller

**Illinois Valley Community College District No. 513  
Investment Status Report  
All Funds  
July 31, 2024**

Instrument	Current Portfolio Distribution	Current Portfolio	Weighted Average Yield
Cash	21.2%	\$ 6,326,052	3.890%
Financial Aid Account	1.2%	356,961	4.200%
Certificates of Deposit & Government Securities	35.0%	10,463,900	3.902%
Illinois Investment Pool & ISDLAF+	42.6%	12,708,303	5.369%
<b>Total</b>		<b>\$ 29,855,216</b>	<b>4.528%</b>

Institution	Illinois Investment Pool ISDLAF+	Certificates of Deposit Government Securities	Cash & Trusts	Total	Current Distribution
IL Funds -General	\$ 11,829,384	-	-	11,829,384	40%
ISDLAF+ Funds	878,920	3,982,500	-	4,861,420	16%
Midland States Bank	-	-	5,465,647	5,465,647	18%
Midland States-F/A	-	-	356,961	356,961	1%
Midland States-Bldg	-	-	234,348	234,348	1%
LaSalle State Bank	-	-	452,729	452,729	2%
Commerce Bank	-	-	-	-	0%
Multi Bank Securities	-	469,721	-	469,721	2%
Hometown Ntl Bank	-	-	-	-	0%
PMA Holdings	-	6,011,679	14,149	6,025,828	20%
Hearland Bank	-	-	159,179	159,179	1%
Marseilles Bank	-	-	-	-	0%
<b>Total</b>	<b>\$ 12,708,303</b>	<b>\$ 10,463,900</b>	<b>\$ 6,683,013</b>	<b>\$ 29,855,216</b>	<b>100%</b>



ILLINOIS VALLEY COMMUNITY COLLEGE  
PMA INVESTMENT STATUS REPORT  
July 31, 2024

DUE	Education	Oper & Maint	O&M Restricted	Bond & Int	Auxiliary	Working Cash	Liability Protection & Settlement	Total	Holder	Note Number	Rate %	Investment Description
3/15/2025	56,901	28,533		17,750		62,707		165,891	Nomura Securities	91282CED9	1.75%	Govt Treasuries
9/25/2025	16,604	8,326		5,180		18,298		48,409	FHLMC	3137BS6F5	2.74%	Govt Treasuries
12/11/2025	43,786	21,957		13,659		48,254		127,655	FNMA	3138LSRN2	3.97%	Govt Treasuries
12/11/2025	33,458	16,778		10,437		36,872		97,545	FNMA	3140HR4Y6	3.61%	Govt Treasuries
3/31/2026	105,559	52,933		32,929		116,330		307,751	J.P. Morgan	91282CBT7	0.75%	Govt Treasuries
4/1/2026	28,928	14,506		9,024		31,880		84,339	FNMA	3138LDSW4	2.67%	Govt Treasuries
5/25/2026	18,027	9,040		5,624		19,866		52,556	FHLMC	3137BQYS0	2.53%	Govt Treasuries
7/1/2026	42,261	21,192		13,183		46,573		123,210	FNMA	3138LDY80	2.53%	Govt Treasuries
9/1/2026	29,703	14,895		9,266		32,734		86,599	FNMA	3140LDB65	1.10%	Govt Treasuries
1/25/2027	24,788	12,430		7,733		27,317		72,269	FHLMC	3137BVZ82	3.43%	Govt Treasuries
3/31/2027	111,188	55,756		34,686		122,534		324,165	J.P. Morgan	91282CEF4	2.50%	Govt Treasuries
6/25/2027	81,581	40,909		25,449		89,905		237,845	FHLMC	3137F2LJ3	3.12%	Govt Treasuries
7/25/2027	40,796	20,458		12,727		44,959		118,940	FHLMC	3137FAWS3	3.19%	Govt Treasuries
9/25/2027	24,443	12,257		7,625		26,937		71,262	FHLMC	3137FBU79	3.19%	Govt Treasuries
12/25/2027	42,928	21,527		13,392		47,309		125,155	FNMA	3136AY7L1	2.99%	Govt Treasuries
5/31/2028	207,603	104,104		64,762		228,787		605,257	Bofa Securities	91282CHE4	3.63%	Govt Treasuries
6/25/2028	34,244	17,172		10,683		37,739		99,838	FHLMC	3137HACX2	4.82%	Govt Treasuries
9/25/2028	51,328	25,739		16,012		56,565		149,643	FHLMC	3137HAST4	4.85%	Govt Treasuries
10/25/2028	34,516	17,309		10,768		38,039		100,631	FHLMC	3137HB3D4	5.07%	Govt Treasuries
11/25/2028	25,839	12,957		8,060		28,475		75,332	FHLMC	3137HBCF9	5.00%	Govt Treasuries
1/1/2029	23,394	11,731		7,298		25,781		68,204	FNMA	3140HSK59	3.99%	Govt Treasuries
1/1/2029	51,425	25,787		16,042		56,672		149,927	FNMA	3140NUFF1	4.83%	Govt Treasuries
2/1/2029	37,323	18,716		11,643		41,131		108,813	FNMA	3140HS3R0	3.66%	Govt Treasuries
3/25/2029	34,734	17,418		10,835		38,279		101,266	FHLMC	3137HCKV3	5.18%	Govt Treasuries
9/25/2029	17,394	8,722		5,426		19,169		50,712	FHLMC	3137H9D71	3.00%	Govt Treasuries
10/31/2029	84,300	42,273		26,298		92,902		245,773	Scotia Capital	91282CFT3	4.00%	Govt Treasuries

ILLINOIS VALLEY COMMUNITY COLLEGE  
PMA INVESTMENT STATUS REPORT  
July 31, 2024

<u>DUE</u>	<u>Education</u>	<u>Oper &amp; Maint</u>	<u>O&amp;M Restricted</u>	<u>Bond &amp; Int</u>	<u>Auxiliary</u>	<u>Working Cash</u>	<u>Liability Protection &amp; Settlement</u>	<u>Total</u>	<u>Holder</u>	<u>Note Number</u>	<u>Rate %</u>	<u>Investment Description</u>
3/10/2025	33,710	16,904		10,516		37,150		98,281	Charles Schwab	808513AL9	3.00%	Corporate Issue
3/15/2025	33,745	16,922		10,527		37,189		98,383	Abbott Labs	002824BB5	2.95%	Corporate Issue
3/25/2025	33,793	16,946		10,542		37,241		98,521	Intel Corporation	458140BP4	3.40%	Corporate Issue
5/13/2025	33,737	16,918		10,524		37,179		98,358	Caterpillar	14913R2V8	3.40%	Corporate Issue
7/15/2025	33,772	16,935		10,535		37,218		98,460	JP Morgan Chase	46625HMN7	3.90%	Corporate Issue
8/18/2025	33,675	16,887		10,505		37,111		98,178	Toyota Corp	89236TKF1	3.65%	Corporate Issue
11/10/2025	17,193	8,622		5,364		18,948		50,127	Pepsico	713448FV5	5.25%	Corporate Issue
11/10/2025	17,139	8,594		5,346		18,887		49,967	Wisconsin Pub Svc	976843BP6	5.35%	Corporate Issue
3/3/2026	34,299	17,199		10,700		37,798		99,996	John Deere Capital	24422EWT2	5.05%	Corporate Issue
4/19/2026	41,555	20,838		12,963		45,795		121,151	Bank of America	06051GFX2	3.50%	Corporate Issue
5/15/2026	16,941	8,495		5,285		18,670		49,392	Florida Pwr Lt Co	341081GR2	4.45%	Corporate Issue
8/2/2026	34,366	17,233		10,720		37,872		100,191	State Str Corp	857477CD3	5.27%	Corporate Issue
9/30/2026	34,252	17,176		10,685		37,747		99,861	Home Depot	437076CV2	4.95%	Corporate Issue
10/23/2026	32,583	16,339		10,164		35,908		94,994	Wells Fargo Co	949746SH5	3.00%	Corporate Issue
11/21/2026	32,696	16,396		10,200		36,033		95,325	Abbvie	00287YBY0	2.95%	Corporate Issue
12/1/2026	25,708	12,891		8,020		28,331		74,949	Die Elec Co	23338VAL0	4.85%	Corporate Issue
1/15/2027	32,113	16,103		10,018		35,389		93,623	Comcast Corp	20030NBW0	2.35%	Corporate Issue
4/4/2027	34,308	17,204		10,702		37,808		100,022	Adobe Inc	00724PAE9	4.85%	Corporate Issue
4/23/2027	25,825	12,950		8,056		28,460		75,290	American Expr Co	025816DT3	5.65%	Corporate Issue
5/17/2026	50,354	25,250		15,708		55,492		146,804	Wisconsin	977100GY6	2.10%	Municipal Issue
3/1/2027	17,090	8,570		5,331		18,834		49,826	California	13063DJN6	4.85%	Municipal Issue
5/15/2027	32,891	16,494		10,261		36,248		95,893	University Ca	91412GQJ7	3.28%	Municipal Issue
6/1/2027	31,206	15,649		9,735		34,391		90,981	Connecticut	20772KNY1	1.50%	Municipal Issue
6/30/2027	30,944	15,517		9,653		34,102		90,217	Multnomah Crty	625517NG8	1.25%	Municipal Issue
1/1/2029	15,059	7,551		4,698		16,596		43,904	Birmingham,AL	091096NZ6	1.61%	Municipal Issue
<b>Total PMA</b>	<b>2,062,006</b>	<b>1,034,009</b>	<b>-</b>	<b>643,250</b>	<b>-</b>	<b>2,272,415</b>	<b>-</b>	<b>6,011,679</b>				



ILLINOIS VALLEY COMMUNITY COLLEGE  
ISDLAF+ Investments  
July 31, 2024

<u>DUE</u>	<u>Education</u>	<u>Oper &amp; Maint</u>	<u>O&amp;M Restricted</u>	<u>Bond &amp; Int</u>	<u>Auxiliary</u>	<u>Working Cash</u>	<u>Liability Protection &amp; Settlement</u>	<u>Total</u>	<u>Bank</u>	<u>Rate %</u>	<u>APY %</u>	<u>Certificate Number</u>
9/9/2024						236,550		236,550	Vibrant Credit Union	5.53%	5.53%	1353179-1
9/9/2024						236,750		236,750	Financial Federal Bank, TN	5.50%	5.50%	1353178-1
9/13/2024			240,200					240,200	Servis First Bank	5.36%	5.36%	1356995-1
10/8/2024	236,700							236,700	Consumers Credit Union	5.60%	5.60%	1354337-1
10/11/2024	236,900							236,900	Nex Bank	5.48%	5.48%	1354408-1
1/9/2025	237,350							237,350	Third Coast Bank, SSB	5.26%	5.26%	1357753-1
1/9/2025						237,750		237,750	Global Bank	5.09%	5.09%	1357752-1
4/7/2025						231,350		231,350	Baxter Credit Union	5.33%	5.33%	1354334-1
4/14/2025	231,650							231,650	Truxton Trust Company	5.19%	5.19%	1354409-1
4/15/2025		237,800						237,800	First Internet Bank of Indiana	5.08%	5.08%	1360552-1
6/16/2025			237,550					237,550	Western Alliance Bank	5.21%	5.21%	1363172-1
7/9/2025	233,000							233,000	Patriot Bank	4.83%	4.83%	1357751-1
7/9/2025						233,050		233,050	CIBC Bank USA	4.82%	4.82%	1357750-1
10/9/2025						226,000		226,000	First National Bank	5.18%	5.18%	1354333-1
12/15/2025			232,700					232,700	Farmers and Merchants Union	4.94%	4.94%	1363173-1
1/9/2026	228,600							228,600	Schertz Bank & Trust	4.64%	4.64%	1357749-1
4/9/2026	228,600							228,600	American National Bank & Trust	4.65%	4.65%	1360552-1
<b>Total CD</b>	<b>1,632,800</b>	<b>237,800</b>	<b>710,450</b>	<b>-</b>	<b>-</b>	<b>1,401,450</b>	<b>-</b>	<b>3,982,500</b>				

ILLINOIS VALLEY COMMUNITY COLLEGE  
INVESTMENT STATUS REPORT  
July 31, 2024

<u>DUE</u>	<u>Education</u>	<u>Oper &amp; Maint</u>	<u>O&amp;M Restricted</u>	<u>Bond &amp; Int</u>	<u>Auxiliary</u>	<u>Working Cash</u>	<u>Liability Protection &amp; Settlement</u>	<u>Total</u>	<u>Bank</u>	<u>Rate %</u>	<u>Certificate Number</u>
8/12/2024						242,731		242,731	MBS	0.70%	Sallie Mae Bank
2/25/2026						226,990		226,990	MBS	0.65%	State Bank of India
<b>Total CD</b>						469,721		469,721			

MBS      Multi-Bank Securities, Inc.

\$5,000 and Over Disbursements  
07/01/24 - 07/31/24

Check Number	Check Date	Vendor Number	Payee	Payee	Check Amount	Description
ACH	7/2/2024		Quaident-USPS		5,000.00	Postage for Meter
791840	7/3/2024	209546	Allied Universal Security Serv		17,660.25	Security Services
791841	7/3/2024	233825	Altair Engineering, Inc		10,170.00	Altair Units- Data Analyst- Lease
791844	7/3/2024	235115	AssuredPartners of Illinois, LLC		207,240.00	Insurance and Liability Renewal
791847	7/3/2024	115159	City of Ottawa		115,500.00	Building Rental Fee Ottawa Center
791851	7/3/2024	209907	Ellucian Company, LLC		28,328.00	Ellucian Payment Center with EMB Client Subscription
791853	7/3/2024	237664	Exan Enterprises, Inc		6,200.00	Ascend Academic Subscription
791859	7/3/2024	234834	iSimulate		12,080.00	Medical Equipment (Screens, CPR Module)
791860	7/3/2024	1468	Joliet Junior College		10,000.00	IGEN Lead Status Membership Renewal
791863	7/3/2024	155100	NMTC, Inc		7,237.30	Misc. Tools for Ag Program
791865	7/3/2024	214093	Modern Campus		31,131.73	LLL W and C Training and Program
791872	7/3/2024	234390	SmartDeploy		20,520.00	SmartDeploy Pro Subscription
791878	7/3/2024	105687	R.J. Galla Company, Inc		28,908.00	Treasurer's Bond Renewal for VP Business Services
791879	7/3/2024	170561	Respondus, Inc		10,090.00	SWRnwl: Lockdown Browser License Renewal
791880	7/3/2024	237030	Sim2grow, LLC		9,360.00	Annual Extended License
791883	7/3/2024	234722	Transformative Growth		110,000.00	MOU Counseling Services
ACH	7/3/2024		Internal Revenue Service		71,102.79	Federal Payroll Taxes
ACH	7/3/2024		Illinois Department of Revenue		25,149.34	State Payroll Taxes
ACH	7/3/2024		TSA EPARS		7,229.55	403(b) and 457(b) Payroll
ACH	7/3/2024		Payroll SURS		60,604.21	SURS Retirement
792074	7/10/2024	1169	City of Oglesby		7,527.92	Oglesby Police Protection; Water and Sewer Services
792081	7/10/2024	209907	Ellucian Company, LLC		467,251.00	Fees for Subscription; License Fee
792087	7/10/2024	213868	Grit Digital Health, LLC		7,700.00	SWRnwl: YOU for Students Licensing Fees
792089	7/10/2024	235135	HappyFox, Inc		24,398.40	HappyFox Help Desk Annual Subscription
792092	7/10/2024	200072	Hurst Review Services, Inc		5,529.00	Live NCLEX PN Review
792102	7/10/2024	242040	Navex Global, Inc		24,995.39	NAVEX One Compliance Essentials Subscription
792104	7/10/2024	1010	Newsbank, Inc		5,832.00	FY25 America's News and NewsTribune Renewal
792105	7/10/2024	1011	Network of Illinois Learning Resources		14,004.39	FY25 eBrary College eBook Renewals
792114	7/10/2024	212686	Scenario Learning, LLC		16,480.84	Vector Incident Training; Libraries
792125	7/10/2024	233062	Technolutions, Inc		25,000.00	SWRnwl: Slate Admissions Software License
792127	7/10/2024	96904	The Higher Learning Commission		5,965.40	FY24-25 FTE/Base/Additional Dues
792129	7/10/2024	238539	Valimail, Inc		7,250.00	Valimail Enforce Starter SMB
792135	7/10/2024	187805	ZOH Corporation		21,030.30	ManageEngine Software
792136	7/10/2024	201725	Zoom Video Communications, Inc		33,500.00	Zoom Rooms; Zoom One
792170	7/17/2024	209546	Allied Universal Security Serv		18,732.38	Security Services

\$5,000 and Over Disbursements  
07/01/24 - 07/31/24

Check Number	Check Date	Vendor Number	Payee	Description	Check Amount
792179	7/17/2024	223371	Central Truck Leasing, LLC	Monthly Tractor Lease	6,990.00
792185	7/17/2024	102229	Elan Cardmember Services	Monthly Credit Card Charges	7,573.78
792224	7/17/2024	238459	Single Stop USA, Inc	Tech SLA Benefits Confidential Screener	15,000.00
792227	7/17/2024	1450	Thyssenkrupp Elevator Corporation	Elevator Maintenance	8,567.75
792232	7/17/2024	59578	University of Illinois	I-Share/CARLI Consortium Dues FY25	21,857.84
E0000013	7/17/2024	209871	Community College Health Consortium	IVCC July 2024	265,439.26
E0000014	7/17/2024	209567	Delta Dental of Illinois	June 2024 Dental Premium	12,404.14
ACH	7/18/2024		Internal Revenue Service	Federal Payroll Taxes	70,482.74
ACH	7/18/2024		Illinois Department of Revenue	State Payroll Taxes	24,935.93
ACH	7/18/2024		TSA EPARS	403(b) and 457(b) Payroll	7,304.55
ACH	7/18/2024		Payroll SURS	SURS Retirement	60,840.43
ACH	7/23/2024		Quadrat-USPS	Postage for Meter	5,000.00
792268	7/24/2024	209546	Allied Universal Security Serv	Security Services	9,666.12
792269	7/24/2024	235388	Arbor Management	Food Service Program	10,463.59
792272	7/24/2024	117420	Brightly Software, Inc	Annual Subscription FY25	9,324.76
792275	7/24/2024	1139	CDW Government, Inc	SWRnwl: Malwarebytes License; ViewSonic Monitor	8,746.74
792277	7/24/2024	214499	Constellation NewEnergy, Inc	Electricity	48,769.41
792282	7/24/2024	5259	ICCTA	1st Half of Assoc. Dues FY25	5,260.00
792292	7/24/2024	141461	MNJ Technologies Direct, Inc	Adobe Creative Cloud	18,565.52
792298	7/24/2024	209460	Ferrilli	System Support: CORE System Admin	5,865.00
792299	7/24/2024	169856	Russo Power Equipment	Saltlog Electric Under Tailgate Spreader	7,666.99
792302	7/24/2024	214555	Southern Bus and Mobility, Inc	Annual Lease Payment for 2018 Ford E350	17,391.42
792306	7/24/2024	1288	US Postal Service	Postage for Initial 24FA Mailing of ContEd Catalog	6,000.00
792346	7/31/2024	147539	Anaca Technologies, Ltd	Xello - Springboard 17 High Schools FY24	11,050.00
792353	7/31/2024	1169	City of Oglesby	Oglesby Police Protection; Water and Sewer Services	8,564.23
792354	7/31/2024	115134	Club Colors, Inc	Nursing Uniforms	6,617.27
792358	7/31/2024	235240	Lightcast	Analyst FY25	6,367.00
792365	7/31/2024	242396	Gallagher Affinity Insurance Services	Student Athletic Insurance	69,216.00
ACH	7/31/2024		EBC	H.R.A., F.S.A., Cobra (July 2024)	6,137.55
					<b>\$ 2,240,776.21</b>

\*Protection, Health, and Safety (PHS) Projects



# IVCC Stipend Board Report for Payroll Ending 7/13/24

Name	Desc	Start Date	End Date	Last Pay Date	Base	Base Amount	GL No	Section Name	Section Title	Comments
Engelman, John Arthur	Carus Welding Class	07/03/2024	07/10/2024	07/18/2024	ST	468.75	014210331051320			
Fitzpatrick, Ashlee Lauren	Add'l Interim Duties	06/10/2024	06/15/2024	07/18/2024	ST	91.50	013130030751210			
Fitzpatrick, Ashlee Lauren	Add'l Interim Duties	06/16/2024	06/29/2024	07/18/2024	ST	183.00	013130030751210			
Fitzpatrick, Ashlee Lauren	Add'l Interim Duties	06/30/2024	07/13/2024	07/18/2024	ST	183.00	013130030751210			
Fitzpatrick, Sara Elizabeth	Kids in Kitchen:Dough Easy PM	07/08/2024	07/08/2024	07/18/2024	ST	175.00	014110394151320			
Fitzpatrick, Sara Elizabeth	Kids in Kitchen:Dough Easy AM	07/08/2024	07/08/2024	07/18/2024	ST	175.00	014110394151320			
Grubar, Scott James	Carus Welding Class	07/10/2024	07/10/2024	07/18/2024	ST	93.75	014210331051320			
Kasperski, Sydney Lynn	Ed Ventures w/Bluey Adaptive	07/10/2024	07/10/2024	07/18/2024	ST	75.00	014110394151800			
Manternach, Emily S	Into to Meditation, Asana & Co	06/28/2024	06/28/2024	07/18/2024	ST	125.00	014110394151320			Into to Meditation, Asana & Conscious Nature Walking
Merriman, Merritt Michael	SPARK Jr. Welding Academy AM	06/24/2024	06/27/2024	07/13/2024	SG	900.00	064110342151900			
Molin, Theresa Marie	Carus Welding Class	07/01/2024	07/10/2024	07/18/2024	ST	1,490.62	014210331051320			
Moriarty, Avah Lynn	Summer Camps	07/01/2024	07/10/2024	07/18/2024	ST	56.00	014110394151800			
Moriarty, Avah Lynn	Office Work 2024	07/08/2024	07/10/2024	07/18/2024	ST	248.50	014110394151800			
Morris, Tracy Lynn	FY25 Retro Pay from 6/16/24	06/16/2024	06/29/2024	06/29/2024	MI	280.88	018110081051110			
Morris, Tracy Lynn	FY25 Retro Pay from 6/16/24	06/16/2024	06/29/2024	06/29/2024	MI	14.78	128640090151110			
Morris, Tracy Lynn	SUSR FY23 to FY24 Increase	07/01/2023	06/30/2024	07/18/2024	ST	4,100.00	018110081051110			
Ossola, Jyllian	Ed Ventures with Bluey	07/09/2024	07/09/2024	07/18/2024	ST	150.00	014110394151320			
Ossola, Jyllian	Ed Ventures with Bluey	07/10/2024	07/10/2024	07/18/2024	ST	150.00	014110394151320			
Ossola, Jyllian	In My IVCC Era	07/11/2024	07/11/2024	07/18/2024	ST	150.00	014110394151320			
Pytel, Kyle Edwin	Driver Imprvmt-LaSalle County	07/13/2024	07/13/2024	07/18/2024	ST	200.00	014110394251320			
Richardson, Jinnaea X	Ed Ventures w/Bluey Ages 5-8	07/09/2024	07/09/2024	07/18/2024	ST	80.50	014110394151800			
Richardson, Jinnaea X	Ed Ventures w/Bluey Adaptive	07/10/2024	07/10/2024	07/18/2024	ST	63.00	014110394151800			
Richardson, Jinnaea X	In My IVCC Era	07/11/2024	07/11/2024	07/18/2024	ST	77.00	014110394151800			
Schneider, Gregg A	Driver Imprvmt-LaSalle County	07/10/2024	07/10/2024	07/18/2024	ST	160.00	014110394251320			
Sowers, Katherine Grace	Summer Camps & Office Wrk	07/02/2024	07/03/2024	07/18/2024	ST	126.00	014110394151800			
Sowers, Katherine Grace	Summer Camps & Office Wrk	07/08/2024	07/10/2024	07/18/2024	ST	220.50	014110394151800			
Stefenel, Maria Jo	SPH 1001 599/1st Time Online	07/02/2024	07/24/2024	06/01/2024	ST	2,752.00	011120650051320			
Watson, Dawn	Add'l Curriculum&Course Duties	06/30/2024	07/13/2024	07/18/2024	ST	238.00	018710585051210			

\$ 13,027.78

  
 Kathy Ross  
 VP of Business Services and Finance

  
 Tracy Morris  
 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





## IVCC Stipend Board Report for Payroll Ending 07/27/2024

Name	Desc	Start Date	End Date	Last Pay Date	Base	Base Amount	GL No	Section Name	Section Title	Comments
Crawley, Heather A	Snr STEM-CAD for Kids 3DPrinting	07/15/2024	07/18/2024	08/01/2024	SG	560.00	061320152751900			
Fish, Nicholas R	Summer STEM - SCRUBS	07/17/2024	07/17/2024	08/01/2024	SG	150.00	061320152751900			
Fish, Nicholas R	IVCC Dental-BLS/CPR	07/22/2024	07/22/2024	08/01/2024	ST	150.00	014210331051320			
Fitzpatrick, Ashlee Lauren	Adtl Intern Duties	07/14/2024	07/19/2024	08/01/2024	ST	91.50	013130030751210			
Fox, Scott Michael	US Silica Machinist Testing	07/15/2024	07/15/2024	08/01/2024	ST	450.00	014210331051320			
Gibson, Stephen Benton	WashMills Maint Millwrt Assess	07/17/2024	07/18/2024	08/01/2024	ST	562.50	014210331051320			
Gibson, Stephen Benton	SABIC Plant Mechanic Testing	07/17/2024	07/27/2024	08/01/2024	ST	600.00	014210331051320			
Gruber, Scott James	Carus Welding Classes	07/15/2024	07/16/2024	08/01/2024	ST	168.75	014210331051320			
Hanson, Brent Carl	IVCC Dental-BLS/CPR	07/17/2024	07/17/2024	08/01/2024	ST	150.00	014210331051320			
Haynes, Tricia Lynn	Battle Bols (Afternoon)	07/15/2024	07/17/2024	08/01/2024	ST	420.00	014110394151320			
Haynes, Tricia Lynn	Summer STEM - Bottle Bols	07/15/2024	07/18/2024	08/01/2024	SG	400.00	061320152751900			
Killian, Melissa J	AD 3 days @ \$473.62 per day	07/14/2024	07/27/2024	08/01/2024	AD	1,420.86	013230030851540			
Killian, Melissa J	OV 1 day @ \$371.88 per day	07/14/2024	07/27/2024	08/01/2024	OV	371.88	013230030851540			
Klieber, Tracie Marie	Yoga Unique 2U AM In-Per&Online	06/17/2024	07/17/2024	08/01/2024	ST	320.00	014110394151320			
Klieber, Tracie Marie	Yoga Unique 2U PM In-Per&Online	06/17/2024	07/17/2024	08/01/2024	ST	320.00	014110394151320			
Klieber, Tracie Marie	Strength, Cardio, Core	06/18/2024	07/18/2024	08/01/2024	ST	280.00	014110394151320			
Koudeika, Arthur Edward	Additional PC	05/20/2024	07/25/2024	08/01/2024	OV	1,700.00	011320410051340			
Krizek, Grace V	S'Mores Camp 9am-3pm	07/15/2024	07/15/2024	08/01/2024	ST	84.00	014110394151800			
Lenkaitis, Cathy Jo	Summer STEM - SCRUBS	07/16/2024	07/16/2024	08/01/2024	SG	150.00	061320152751900			
Martin, Kaylee Kristine	Summer STEM - SCRUBS	07/15/2024	07/15/2024	08/01/2024	SG	150.00	061320152751900			
Molin, Theresa Marie	WLD Series 01	05/20/2024	06/11/2024	08/01/2024	SS	2,550.00	011320410051340			
Molin, Theresa Marie	WLD Multi-Prep Series 01	05/20/2024	06/11/2024	08/01/2024	SS	425.00	011320410051340			
Molin, Theresa Marie	Carus Welding Classes	07/15/2024	07/16/2024	08/01/2024	ST	478.12	014210331051320			
Molin, Theresa Marie	WashMills Maint Millwrt Assess	07/17/2024	07/18/2024	08/01/2024	ST	243.75	014210331051320			
Moskalewicz, James P	AD 4 days @ \$621.82 per day	07/14/2024	07/27/2024	08/01/2024	AD	2,487.28	013230030851540			
Myre, Morgan Hunter	Summer STEM - SCRUBS	07/15/2024	07/15/2024	08/01/2024	SG	150.00	061320152751900			
Ossola, Jyllian	S'Mores Camp	07/15/2024	07/15/2024	08/01/2024	ST	150.00	014110394151320			
Ossola, Jyllian	Space Camp (Ages 5 - 8)	07/25/2024	07/25/2024	08/01/2024	ST	150.00	014110394151320			
Prine, Renee Marie	AD 3 days @ \$518.19 per day	07/14/2024	07/27/2024	08/01/2024	AD	1,554.57	013230030851540			
Pytel, Kyle Edwin	Driver Imprvmt-LaSalle County	07/20/2024	07/20/2024	08/01/2024	ST	200.00	014110394251320			
Regazincek, Peter James	IVCC Dental-BLS/CPR Training	07/17/2024	07/17/2024	08/01/2024	ST	150.00	014210331051320			
Richardson, Jimmea X	S'Mores Camp (Ages 5 - 8)	07/15/2024	07/15/2024	08/01/2024	ST	73.50	014110394151800			
Richardson, Jimmea X	Space Camp (Ages 5 - 8)	07/25/2024	07/25/2024	08/01/2024	ST	77.00	014110394151800			
Schneider, Gregg A	Driver Imprvmt-LaSalle County	07/17/2024	07/17/2024	08/01/2024	ST	160.00	014110394251320			
Schneider, Gregg A	Driver Imprvmt-Bureau/Put Cty	07/27/2024	07/27/2024	08/01/2024	ST	160.00	014110394351320			
Sowers, Katherine Grace	'24 Summer Camps & Office Work	07/15/2024	07/18/2024	08/01/2024	ST	409.50	014110394151800			
Urban-Bollis, Jill L	SM '24 Prog Coord/Extra Duties	07/17/2024	08/08/2024	08/08/2024	SS	850.00	011120650051340			

Watson, Dawn	Add'l Curriculum&Course Duties	07/14/2024	07/27/2024	08/01/2024	ST	238.00	018710585051210	
Whightsil, Greg Allen	CBE Program Development	02/12/2024	06/12/2024	08/01/2024	ST	850.00	061320152851320	
Whightsil, Greg Allen	SABIC Electrical&Electricity Trng	07/22/2024	07/25/2024	08/01/2024	ST	2,700.00	014210331051320	

\$ 22,556.21

  
 Kathy Ross  
 VP of Business Services and Finance

  
 Dr. Tracy Morris  
 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

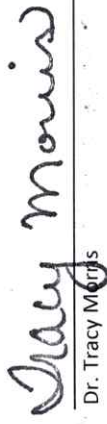
Employee Name	POSITION	DEPARTMENT / DIVISION	Hourly / Lab* Rate	Credit Hour Rate
Crawford, Payton	Instructor (Dental)	HLT		\$688.00
Jauch, Mary	Instructor (Nursing)	HLT		\$823.00
Freitag, Ashley	Instructor (Nursing)	HLT		\$702.00
Caldwell, Rebecca	Instructor (ECE)	HFS		\$688.00

WFD - Workforce Development  
 NSB - Natural Sciences and Business  
 HFSS - Humanities, Fine Arts and Social Sciences  
 CEBS - Continuing Education and Business Services  
 HLT - Health Professions

\*In lab settings, part-time faculty are paid an hourly rate rather than by credit hour.



Kathy Ross  
 Vice President for Business Services and Finance



Dr. Tracy Morris  
 President



**FY2025 Budget – Resolution to Adopt the Budget**

A notice of Public Hearing was published designating August 15, 2024 at 5:30 pm in the Board Room (C-307) on the campus of Illinois Valley Community College for a public hearing. The tentative FY2025 budget has been on display in the Business Office for 30 days.

**Recommendation:**

**The administration requests approval of the resolution to adopt the FY2025 Budget, as presented.**

KPI 5: Fiscal Responsibility/Affordability

**ILLINOIS VALLEY COMMUNITY COLLEGE  
ILLINOIS COMMUNITY COLLEGE DISTRICT NO. 513  
STATE OF ILLINOIS  
BUDGET RESOLUTION FOR FISCAL YEAR 2024-2025**

The budget for Illinois Valley Community College, Illinois Community College District No. 513, Counties of Bureau, DeKalb, Grundy, LaSalle, Lee, Livingston, Marshall, and Putnam, State of Illinois, for the fiscal year beginning July 1, 2024, and ending on June 30, 2025.

**WHEREAS** the Board of Trustees of Illinois Valley Community College District No. 513, Counties of Bureau, DeKalb, Grundy, LaSalle, Lee, Livingston, Marshall, and Putnam, State of Illinois, caused to be prepared in tentative form a budget, and the Vice President for Business Services and Finance has made the same conveniently available for public inspection for at least thirty days prior to final action thereon; and

**WHEREAS** a public hearing was held on such budget on the 15<sup>th</sup> day of August, 2024, notice of said hearing was given at least thirty days prior thereto as required by law, and all other legal requirements have been complied with;

**NOW THEREFORE BE IT RESOLVED** by the Board of Trustees of said district as follows:

**Section 1:** That the fiscal year of Illinois Valley Community College be and the same hereby is fixed and declared to be beginning July 1, 2024, and ending June 30, 2025.

**Section 2:** That the following budget, containing an estimate of amounts available in each Fund, separately, and of expenditures from each be and the same is hereby adopted as the budget of Illinois Valley Community College for the same fiscal year.

Motion for the adoption was made by \_\_\_\_\_ and seconded by \_\_\_\_\_ . On roll, \_\_\_\_\_ members present, the vote was:

<u>AYES</u>	<u>NAYS</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

The ayes being \_\_\_\_\_ and the nays being \_\_\_\_\_ the absentees being \_\_\_\_\_ and those voting present being \_\_\_\_\_, the Chairman declared the budget adopted this 15<sup>th</sup> day of August 2024.

\_\_\_\_\_  
Secretary, Board of Trustees, Illinois Valley Community College, Illinois Community College District No. 513, Counties of Bureau, DeKalb, Grundy, LaSalle, Lee, Livingston, Marshall, and Putnam, State of Illinois

**ILLINOIS VALLEY COMMUNITY COLLEGE  
CERTIFICATION OF BUDGET/APPROPRIATION  
IN ACCORDANCE WITH CHAPTER 35 SECTION 200/18-50  
ILLINOIS COMPILED STATUTES**

The undersigned, Chair of the Board of Trustees of Illinois Valley Community College, Illinois, Community College District No. 513. Counties of Bureau, DeKalb, Grundy, LaSalle, Lee, Livingston, Marshall, and Putnam, State of Illinois, and the Vice President for Business Services and Finance/Treasurer of said taxing district, do hereby certify that the attached hereto is a true and correct copy of the Budget/Appropriation of said Illinois Valley Community College District 513 for its 2024-25 fiscal year, adopted on August 15, 2024.

We further certify that the estimate of revenues, by source, anticipated to be received by said taxing district, either set forth in said document or attached hereto separately, is a true statement of said estimate.

Dated this 15<sup>th</sup> day of August, 2024.

\_\_\_\_\_  
Chair, Board of Trustees, Illinois Valley Community  
College, Illinois Community College District No. 513,  
Counties of Bureau, DeKalb, Grundy, LaSalle, Lee,  
Livingston, Marshall, and Putnam, State of Illinois

\_\_\_\_\_  
Vice President for Business Services and Finance/  
Treasurer, Illinois Valley Community College,  
Illinois Community College District No. 513,  
Counties of Bureau, DeKalb, Grundy, LaSalle, Lee,  
Livingston, Marshall, and Putnam, State of Illinois

Filed this \_\_\_\_ day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
County Clerk

**ILLINOIS VALLEY COMMUNITY COLLEGE DISTRICT 513**  
**SCHEDULE OF BUDGETED REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES (SUMMARY)**  
**FISCAL YEAR Ending June 30, 2025**

	General Fund		Special Revenue Funds					Debt Service Fund	Proprietary Fund	Total (Memorandum Only)
	Education Fund	Maintenance Fund	Operations and Maintenance Fund (Restricted)	Operations and Maintenance Fund	Restricted Purposes Fund	Working Cash Fund	Liability, Protection, and Settlement Fund	Audit Fund	Bond and Interest Fund	
Budgeted Revenues	\$ 24,638,213	\$ 3,283,084	\$ 5,064,433	\$ 5,069,882	\$ 150,000	\$ 1,609,755	\$ 44,951	\$ 8,000	\$ 1,600,703	\$ 41,469,021
Budgeted Expenditures	(24,991,458)	(4,723,084)	(6,586,183)	(5,077,882)	-	(1,651,750)	(44,000)	-	(2,047,532)	(45,121,889)
Other Financing Sources	445,860	-	870,000	10,000	-	-	-	-	454,029	1,779,889
Other Financing Uses	(402,615)	-	-	-	(445,860)	-	-	(870,000)	-	(1,718,475)
Excess of Revenues and other financing sources over expenditures and other financing uses	(310,000)	(1,440,000)	(651,750)	2,000	(295,860)	(41,995)	951	(862,000)	7,200	(3,591,454)
<b>Fund balances July 1, 2024 (estimated)</b>	20,822,346	4,159,789	3,023,401	188,738	5,287,911	1,023,419	41,513	891,032	385,948	35,824,097
<b>Fund balance June 30, 2025</b>	\$ 20,512,346	\$ 2,719,789	\$ 2,371,651	\$ 190,738	\$ 4,992,051	\$ 981,424	\$ 42,464	\$ 29,032	\$ 393,148	\$ 32,232,643

Official Budget was approved by the BOARD OF TRUSTEES:

DATE: \_\_\_\_\_

ATTEST: \_\_\_\_\_

**New High Deductible Health Plan/Health Savings Accounts-CY2025**

In an effort to provide an affordable option under the Affordable Care Act and to reduce health insurance costs, the administration will be offering the College’s full-time employees (in compliance with all current collective bargaining agreements and memorandums of understanding) an additional high deductible plan (HDHP) along with the current plan offerings. For those employees who choose to participate in this new plan, the administration would also like to offer an adjusted annual contribution exclusive to this plan to the Health Savings Account. This option would be available to employees starting January 2025. Based on expected 2025 premium rate savings for this new plan, there is no negative budget impact for the proposed annual contributions.

**New Plan Design-Individual**

Deductible (In-Network)	Out of Pocket Maximum (In-Network)	Co-Insurance (In-Network/Out- of-Network)	Annual Contribution
\$3,000	\$6,000	80%/60%	\$3,250

**New Plan Design-E+1/Family**

Deductible (In-Network)	Out of Pocket Maximum (In-Network)	Co-Insurance (In-Network/Out- of-Network)	Annual Contribution
\$6,000	\$12,000	80%/60%	\$6,500

**High Deductible Health Plan/Health Savings Accounts-Current Plans**

The labor agreements with Service Employees International Union Local #138 and American Federation of Teachers Local #1810 provide for a contribution by the College to a Health Savings Account for each employee covered by the HDHP. Since 2014, employees not covered by a labor agreement and enrolled in the HDHP for health insurance coverage also received a contribution to a Health Savings Account (HSA).

Annual contributions for the Health Savings Account per employee would be:

Individual Coverage	\$2,500
Employee +1 Coverage	\$5,000
Family Coverage	\$5,000

Employees with additional health insurance coverage, such as Medicare and Medicaid, do not qualify for health savings accounts. Since 2015, these employees who enrolled in the HDHP were offered a Health Reimbursement Account (HRA). This is consistent with the language in the labor agreements with Service Employees International Union Local #138 and American Federation of Teachers Local #1810.

Annual reimbursement limits for the Health Reimbursement Account per employee would be:

Individual Coverage	\$2,500
Employee +1 Coverage	\$5,000
Family Coverage	\$5,000

**Recommendation:**

- 1. The administration requests authorization to contribute to employee Health Savings Plans for the CY2025 New Health Plan Offering as stated above for employees electing the High Deductible Plan-CY25 beginning January 1, 2025.**
- 2. The administration requests authorization to contribute to employee Health Savings Plans as stated above for employees electing the High Deductible Health Plan-Current Plan beginning January 1, 2025.**
- 3. The administration requests authorization to contribute to employee Health Reimbursement Accounts-Current Plan as stated above for employees electing the High Deductible Health Plan beginning January 1, 2025.**

KPI 6: Resource Management

**Purchase Request – Microsoft Software Maintenance and Support**

The Microsoft Software agreement allows us to use Microsoft office for email, in our labs and offices, and provide it for use at home by our students and staff. This agreement also includes licensing for our server software used by the back-end systems at the College.

This is a technology maintenance purchase that must be compatible with our existing systems and is exempted from bidding per 110 ILCS 805/3-27(f). This purchase is to be funded by the FY 2025 IT budget.

**Recommendation:**

**The administration recommends the Board authorize the renewal of the Microsoft A3 Software Maintenance and Support Agreement in the amount of \$39,818.39 for the FY2025 budget year.**

KPI 6: Resource Management



**ILLINOIS  
VALLEY**  
COMMUNITY  
COLLEGE

# MEMORANDUM

---

TO: Kathy Ross  
FROM: Justin Denton  
DATE: July 22, 2024  
SUBJECT: Microsoft Renewal

---

I'm seeking to renew our Microsoft agreement. The Microsoft License is critical for our IT infrastructure and covers all our Microsoft Office software, Server environment and Email provided students, staff and faculty.

I am asking the Board of Trustees to approve the renewal of the Microsoft agreement in the amount of \$39,818.39 for the 24/25 budget year. This purchase is to be funded by the FY 2025 IT budget.

Please let me know if you have questions or concerns.





Thank you for choosing CDW. We have received your quote.

# QUOTE CONFIRMATION

**ERIN TEMPLETON,**

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

**Convert Quote to Order**

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
NXXB409	6/24/2024	P0048888	1146996	<b>\$39,818.39</b>

## QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<a href="#">Microsoft 365 A3 - subscription license - 1 user</a> Mfg. Part#: AAD-38397-D-12mo UNSPSC: 43231513 Electronic distribution - NO MEDIA Contract: Sourcwell 081419-CDW Tech Catalog - Software (081419-CDW)	30000	5419378	\$0.01	\$300.00
<a href="#">Microsoft SQL Server Enterprise Core Edition License &amp; Software Assurance</a> Mfg. Part#: 7JQ-00341 UNSPSC: 43232304 Electronic distribution - NO MEDIA Contract: Sourcwell 081419-CDW Tech Catalog - Software (081419-CDW)	6	2670095	\$1,417.68	\$8,506.08
<a href="#">Microsoft SQL Server Standard Core Edition License &amp; Software Assurance</a> Mfg. Part#: 7NQ-00302 UNSPSC: 43232304 Electronic distribution - NO MEDIA Contract: Sourcwell 081419-CDW Tech Catalog - Software (081419-CDW)	2	2670099	\$370.48	\$740.96
<a href="#">Microsoft Windows Server Standard Edition - License &amp; Software Assurance</a> Mfg. Part#: 9EM-00562 UNSPSC: 43233004 Electronic distribution - NO MEDIA Contract: Sourcwell 081419-CDW Tech Catalog - Software (081419-CDW)	56	4325202	\$7.55	\$422.80
<a href="#">Microsoft Windows Server Datacenter Edition - license &amp; software assurance</a> Mfg. Part#: 9EA-00039 UNSPSC: 43233004 Electronic distribution - NO MEDIA Contract: Sourcwell 081419-CDW Tech Catalog - Software (081419-CDW)	16	4325198	\$43.47	\$695.52

**QUOTE DETAILS (CONT.)**

<a href="#"><u>Microsoft 365 A3 - subscription license - 1 user</u></a>	400	5419407	\$59.92	\$23,968.00
Mfg. Part#: AAD-38391-12mo UNSPSC: 43231513 Electronic distribution - NO MEDIA Contract: IPHEC IPHEC2011 Computer Components - Catalog (IPHEC2011)				
<a href="#"><u>Microsoft Windows Server - External Connector License &amp; Software Assurance</u></a>	1	2379801	\$189.01	\$189.01
Mfg. Part#: R39-00374 UNSPSC: 43233004 Electronic distribution - NO MEDIA Contract: Sourcewell 081419-CDW Tech Catalog - Software (081419-CDW)				
<a href="#"><u>Microsoft 365 A5 - subscription license - 1 user</u></a>	15	5419414	\$128.52	\$1,927.80
Mfg. Part#: AAD-38400-12mo UNSPSC: 43231513 Electronic distribution - NO MEDIA Contract: Sourcewell 081419-CDW Tech Catalog - Software (081419-CDW)				
<a href="#"><u>MS FES M365 COPILOT EDU SUB AO P U</u></a>	2	7762441	\$415.53	\$831.06
Mfg. Part#: EP2-00538-12MO Electronic distribution - NO MEDIA Contract: IPHEC IPHEC2011 Computer Components - Catalog (IPHEC2011)				
<a href="#"><u>Microsoft Visio Professional - license &amp; software assurance - 1 PC</u></a>	412	2943888	\$5.43	\$2,237.16
Mfg. Part#: D87-01057 UNSPSC: 43231507 Electronic distribution - NO MEDIA Contract: IPHEC IPHEC2011 Computer Components - Catalog (IPHEC2011)				

<b>SUBTOTAL</b>	\$39,818.39
<b>SHIPPING</b>	\$0.00
<b>SALES TAX</b>	\$0.00
<b>GRAND TOTAL</b>	<b>\$39,818.39</b>

<b>PURCHASER BILLING INFO</b>	<b>DELIVER TO</b>
<b>Billing Address:</b> ILLINOIS VALLEY COMMUNITY COLLEGE ACCOUNTS PAYABL 815 N ORLANDO SMITH ST OGLESBY, IL 61348-9692 <b>Phone:</b> (815) 224-2720 <b>Payment Terms:</b> NET 30 Days-Govt/Ed	<b>Shipping Address:</b> ILLINOIS VALLEY COMMUNITY COLLEGE 815 N ORLANDO SMITH ST IVCC-LOADING DOCK OGLESBY, IL 61348-9692 <b>Shipping Method:</b> ELECTRONIC DISTRIBUTION
	<b>Please remit payments to:</b> CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515



## Sales Contact Info

Josh McCray | (866) 251-8602 | [josh.mccray@cdwg.com](mailto:josh.mccray@cdwg.com)

LEASE OPTIONS			
FMV TOTAL	FMV LEASE OPTION	BO TOTAL	BO LEASE OPTION
\$39,818.39	\$1,150.75/Month	\$39,818.39	\$1,313.61/Month

Monthly payment based on 36 month lease. Other terms and options are available. Contact your Account Manager for details. Payment quoted is subject to change.

Why finance?

- Lower Upfront Costs. Get the products you need without impacting cash flow. Preserve your working capital and existing credit line.
- Flexible Payment Terms. 100% financing with no money down, payment deferrals and payment schedules that match your company's business cycles.
- Predictable, Low Monthly Payments. Pay over time. Lease payments are fixed and can be tailored to your budget levels or revenue streams.
- Technology Refresh. Keep current technology with minimal financial impact or risk. Add-on or upgrade during the lease term and choose to return or purchase the equipment at end of lease.
- Bundle Costs. You can combine hardware, software, and services into a single transaction and pay for your software licenses over time! We know your challenges and understand the need for flexibility.

General Terms and Conditions:

This quote is not legally binding and is for discussion purposes only. The rates are estimate only and are based on a collection of industry data from numerous sources. All rates and financial quotes are subject to final review, approval, and documentation by our leasing partners. Payments above exclude all applicable taxes. Financing is subject to credit approval and review of final equipment and services configuration. Fair Market Value leases are structured with the assumption that the equipment has a residual value at the end of the lease term.

## Need Help?



My Account



Support



Call 800.800.4239

[About Us](#) | [Privacy Policy](#) | [Terms and Conditions](#)

This order is subject to CDW's Terms and Conditions of Sales and Service Projects at

<http://www.cdw.com/content/terms-conditions/product-sales.aspx>

For more information, contact a CDW account manager.

© 2024 CDW•G LLC, 200 N. Milwaukee Avenue, Vernon Hills, IL 60061 | 800.808.4239

**Purchase Request – Coursedog Renewal**

The Coursedog course and room scheduling platform was approved in August 2022 for master scheduling for IVCC classes and events. In agreement with the Statement of Work, this is the FY 2025 installment of our software license and maintenance agreement with Coursedog. This is a technology maintenance purchase that must be compatible with our existing systems and is exempted from bidding per 110 ILCS 805/3-27(f).

It will be paid for out of the FY 2025 IT budget.

**Recommendation:**

**The administration recommends the Board authorize the renewal of the Coursedog Event Scheduler, Class Scheduler and Demand Analytics in the amount of \$63,668.00.**

KPI 6: Resource Management



**ILLINOIS  
VALLEY**  
COMMUNITY  
COLLEGE

# MEMORANDUM

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TO: Kathy Ross  
FROM: Justin Denton  
DATE: July 22, 2024  
SUBJECT: Courshedog Renewal

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I'm seeking to renew our Courshedog agreement. The Courshedog application is a course and room scheduling platform that was approved for master scheduling for IVCC classes and events. This renewal marks year 3 of a 5-year agreement signed with Courshedog.

I am asking the Board of Trustees to approve the renewal of Courshedog agreement in the amount of \$63,668 for the 24/25 budget year. This purchase is to be funded by the FY2025 IT budget.

Please let me know if you have questions or concerns.

Coursedog  
228 Park Avenue S  
PMB 70159  
New York, NY 10003



Bill To  
**Illinois Valley Community College**  
815 N Orlando Smith St  
Oglesby, IL 61348  
United States

Invoice Number	Date	Due Date	Amount Due (USD)	Contract Number
10665	07/03/2024	09/18/2024	\$ 63,668.00	692

Item / Description	Amount
Course Demand Projections This is your subscription fee for the term starting 08/19/2024 and ending 08/18/2025.	\$23,152.00
Event Scheduling This is your subscription fee for the term starting 08/19/2024 and ending 08/18/2025.	\$11,344.00
Academic Scheduling This is your subscription fee for the term starting 08/19/2024 and ending 08/18/2025.	\$29,172.00

**AMOUNT DUE (USD) \$ 63,668.00**

**Memo**

Thank you for your business!

To send us a direct ACH/wire (preferred) you can do so at the below account. If you prefer a physical check, please send to the NYC address on the top of this invoice.

**Purchase Request – Ferrilli Core: System Admin – Enhanced Renewal**

The Core System Admin – Enhanced service serves as the backbone of our Colleague support and administration environment. The Ferrilli offering has proven to be a vital service in managing our IT operations of the Colleague Environment, ensuring timely updates are applied to all Colleague systems and enhancing our ability to serve our students and stakeholders.

This cost covers a 6-month fee for ongoing support services from Ferrilli. We anticipate only needing this service while we are migrating from Colleague on-premise environment to Colleague in the cloud. This agreement spans September 1, 2024 through February 28, 2025. Should we need subsequent months due to any migration date changes, Ferrilli will create a future contract addendum to extend as needed.

This is a technology maintenance purchase that must be compatible with our existing systems and is exempted from bidding per 110 ILCS 805/3-27(f). It will be funded by the FY 2025 IT budget.

**Recommendation:**

**The administration recommends the Board authorize the renewal of the Ferrilli Core: System Admin Agreement in the amount of \$36,600 from Ferrilli. Doing so will ensure that we can continue to maintain our Colleague environment on premise, maintain operational continuity, and provide a seamless experience for our staff, faculty, and students.**

KPI 6: Resource Management



**ILLINOIS  
VALLEY**  
COMMUNITY  
COLLEGE

# MEMORANDUM

---

TO: Kathy Ross  
FROM: Justin Denton  
DATE: July 22, 2024  
SUBJECT: Ferrilli Core: System Admin Renewal

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Accompanying this memo are quotes from Ferrilli for our annual renewal of Ferrilli Core: System Admin service that provides application support, and maintenance of our Colleague Environment. The Ellucian Colleague software has been instrumental in supporting our administrative and academic operations, and this support renewal is crucial to ensure the continued efficiency and effectiveness of our institution. This service has proven to be a vital tool in managing our operations, streamlining workflows, and enhancing our ability to serve our students and stakeholders.

For this renewal, we have adjusted the terms to 6 months, spanning Sept. 1, 2024 to Feb. 28, 2025. This is to save any funds that may be lost if we sign a 1-year term. If we do need additional time past the 6-month term, Ferrilli has committed to signing future addendums to cover those extensions.

I am asking the Board of Trustees to approve the renewal of Ferrilli Core: System Admin which is not to exceed the cost of \$36,600. This purchase is to be funded by the FY2025 IT budget.

Please let me know if you have questions or concerns.



# Scope of Work

## TERMS AND CONDITIONS

### 1. Services

Ferrilli will provide services as directed in the completion of the tasks set forth in the attached Job Order. The Job Order, together with these Terms and Conditions, shall constitute the parties' Agreement. Ferrilli agrees to keep the Client regularly informed of the progress of work performed under this Agreement

### 2. Compensation

The Client will pay Ferrilli the agreed upon costs as set forth in the Job Order plus reasonable travel expenses as set forth in the Job Order. Ferrilli will invoice on the basis set forth in the Job Order for labor, travel time and travel expenses with payment due as set forth in the Job Order. No increase in amount or scope of services is authorized without formal written amendment to this Agreement through a Change Order executed by the parties.

### 3. Cancellation of Scheduled Services

The parties agree that once the Client and Ferrilli have scheduled a specific time during which Ferrilli will provide services under the terms of this Agreement, the Client shall pay Ferrilli for such services as if Ferrilli had performed such services on the date scheduled, unless the Client has notified Ferrilli that the Client would like to reschedule or cancel the scheduled services at least fifteen (15) business days prior to the date on which Ferrilli is scheduled to perform such services. The Client's payment shall include the full cost of scheduled consulting services and all actual out-of-pocket expenses incurred in advance of the scheduled consulting services (e.g., non-refundable airline tickets).

### 4. Term

This Agreement is effective upon signatures and will be presumed to continue in effect until cancelled by either party by providing at least 30 days' advance written notice to the other party.

### 5. Reports

Any and all files, notes, reports, manuscripts and any other work produced, prepared or developed by Ferrilli as a part of the work under this Agreement are the property of the Client and shall be provided to the Client upon the termination of this Agreement.

### 6. Independent Contractor; Relationship with Ferrilli

Ferrilli will control the means and manner in which work is performed under this agreement and, in all respects, Ferrilli's relationship to the Client will be that of an independent contractor, not an employee. Further, nothing contained herein shall be deemed or construed to create any agency relationship, joint venture, partnership or similar relationship between Client and Ferrilli. Neither party is authorized to incur any obligation in the other's name. Neither shall be held responsible or liable to the other except as specifically set forth in this Agreement. Neither party shall be held responsible or liable to the other party or to any third party for or on account of any act or omission by the other party except as specifically set forth in this Agreement. Consistent with this independent relationship, Ferrilli may

provide services to other clients which are substantially similar to the services provided to the Client.

#### **7. Force Majeure**

Neither party to this Agreement will be liable to the other for any failure or delay in performance under this Agreement due to circumstances beyond its reasonable control including without limitation: acts of God; accident; labor disruption; acts, omissions and defaults of third parties; and official, governmental and judicial action not the fault of the party failing or delaying in performance. The effect of such an occurrence of a *force majeure* event shall result in the immediate termination of this Agreement unless both parties ratify, accept, or acknowledge that this Agreement shall continue.

#### **8. No Warranty**

No warranty is stated or implied regarding the services provided under this Agreement. As such, Ferrilli specifically disclaims any and all warranties. Ferrilli makes no warranties or representations of any kind for the services. This means that Ferrilli is providing the services without warranties of any kind, either express or implied, including but not limited to warranties of title, non-infringement, or express or implied warranties of merchantability or fitness for any particular purpose. No advice or information given by Ferrilli or its agents or employees shall create any kind of warranty.

#### **9. Indemnification**

Ferrilli agrees to and shall indemnify, defend and hold harmless the Client, its officers, agents and employees free and harmless from, against and in respect of all claims, demands, losses, costs, expenses, obligations, liabilities, damages, recoveries and deficiencies, including interest penalties and reasonable attorneys fees that the Client shall incur or suffer, which solely arise, result from, or relate to Ferrilli's negligence in providing the services set forth in this Agreement. Ferrilli shall only be liable for those losses, claims, or damages that arise as a result of performance under the terms, conditions, and period of this Agreement which solely and directly result from the negligence of Ferrilli and shall in no circumstance exceed amounts actually paid by the Client pursuant to this Agreement in aggregate.

#### **10. Limitation of Liability**

Ferrilli and the Client acknowledge and agree that in no event will Ferrilli's liability in connection with the services provided by Ferrilli under this agreement exceed the amount actually paid to Ferrilli by the Client under this agreement and Ferrilli will not be liable for any special, incidental, or consequential damages, including without limitation loss of profits, loss of data, and loss of revenues, even if informed of the possibility thereof in advance. These limitations apply to all causes of action in the aggregate, including without limitation breach of contract, Ferrilli's negligence, strict liability, misrepresentation, and other causes of action based on similar legal theories. Ferrilli and the Client further acknowledge and agree that they are entering into this agreement on the understanding that the fees for the services provided by Ferrilli under this agreement have been set to reflect the fact that the Client's remedies, and Ferrilli's liability, shall be limited as expressly set forth in this agreement, and, if not so limited, the fees for the same services would have been substantially higher.

#### **11. Client Representations and Indemnification**

Client represents and warrants (a) that it is duly authorized and empowered to enter into this Agreement, (b) the execution, delivery and performance of this Agreement by Ferrilli does not and will not conflict with, breach, violate or cause a default under any contract, agreement, license, instrument, order, judgment or decree to which Client is a party or by which it is bound, and (c) upon the execution and delivery of this Agreement, this Agreement shall be the

valid and binding obligation of Company, enforceable in accordance with its terms, subject to applicable bankruptcy, insolvency and similar laws affecting the rights of creditor generally. Client agrees to and shall indemnify, defend and hold harmless Ferrilli, its officers, agents and employees free and harmless from, against and in respect of all claims, demands, losses, costs, expenses, obligations, liabilities, damages, recoveries and deficiencies, including interest penalties and reasonable attorneys fees that Ferrilli shall incur or suffer, which solely arise, result from, or relate to Client's breach of these specific representations.

#### **12. Ownership of Works for Hire**

All matters produced under this Agreement shall be works for hire and shall become the sole property of the Client. Said works cannot be used for any other client or purposes without the Client's expressed written permission. The Client shall have all right, title and interest in said matters, including the right to obtain and maintain the copyright, trademark, and/or patent of said matters in the name of the Client. Ferrilli shall reserve the right to provide similar services or solutions to other clients to the extent that (a) Client does not exercise its rights to copyright, trademark and/or patent any of the said matter; or (b) such similar services do not use the Client's work product from the scope of work of this agreement; or (c) such similar services or solutions do not use the Client's valid copyrighted, trademarked, patented, or confidential materials.

#### **13. Worker's Compensation Insurance**

Ferrilli agrees to procure and maintain in full force and effect worker's compensation insurance covering its partners, employees and agents while said persons are performing services pursuant to this Agreement. In the event that an employee of Ferrilli performing this Agreement files a worker's compensation claim against the Client, Ferrilli agrees to defend and hold the Client harmless from such claim.

#### **14. Cyber Insurance**

Ferrilli maintains cyber insurance for services it provides pursuant to this Agreement. Client shall be entitled to review the current policy coverage terms and limits upon request.

#### **15. Nondiscrimination in Employment**

Ferrilli maintains a written policy against unlawful discrimination in employment because of race, color, religious creed, national origin, ancestry, physical handicap, marital status, or gender.

#### **16. Severability**

It is the intent and understanding of the parties hereto that if, in any action before any court or other tribunal of competent jurisdiction legally empowered to enforce this Agreement, any term, restriction, covenant, or promise is held to be unenforceable as a result of being unreasonable or for any other reason, then such term, restriction, covenant, or promise shall not thereby be terminated, but, that it shall be deemed modified to the extent necessary to make it enforceable by such court or other tribunal and, if it cannot be so modified, that it shall be deemed amended to delete therefrom such provision or portion adjudicated to be invalid or unenforceable, and this agreement shall be deemed to be in full force and effect as so modified and such modification or amendment in any event shall apply only with respect to the operation of this Agreement in the particular jurisdiction in which such adjudication is made.

#### **17. Waiver**

No provision of this Agreement may be modified, waived or discharged unless such waiver, modification or discharge is agreed to in a writing executed by Client and Ferrilli.

#### **18. Non-Solicitation**

During the term of this Agreement, and for a period of six (6) months thereafter, the Client will not solicit for employment any employees of Ferrilli or its affiliates who, within six (6) months prior to such solicitation: (a) directly performed under this Agreement, (b) had substantial contact with the hiring party in relation to this Agreement, or (c) the hiring party became aware of due to, or derived from information learned through the performance of, this Agreement. For this purpose, "solicitation" does not include contact resulting from indirect means such as public advertisement, placement firm searches or similar means not directed specifically at the employee to which the employee responds on his or her own initiative. Notwithstanding the foregoing, either party may at any time, directly or indirectly, solicit and hire any employee of the other party if such employee did not resign but was terminated by the other party. Ferrilli will have the right to seek and recover direct damages from the Client for breach of this provision, including costs of suit and attorney's fees.

**19. Entire Agreement**

This agreement contains the entire agreement between the parties hereto, and supersedes any and all other agreements heretofore made.

<b>Job Name</b>	IVCC CORE Sys Admin-Enhanced 6 month Sept24 March25
<b>Institution</b>	Illinois Valley Community College
<b>Contract Contact</b>	Kathy Ross
<b>Job Contact</b>	Justin Denton
<b>Hereafter referred to as "Client"</b>	

<b>Assigned Consultant</b>	TBD
<b>Scheduled Dates:</b>	Dates will be scheduled upon signature of proposal and availability.
<b>Account Manager:</b>	Suzy Jonsen
<b>Account Manager Phone:</b>	856-484-5078

**Summary of Needs:**

Comprehensive administration of the application, database, and operation system for the Colleague Ecosystem.

**Scope of Work:**

- 24 by 7 uptime comprehensive colleague monitoring and response
- Colleague Database Maintenance
- Colleague Software Updates (Patches)

- DMI Configuration and Tuning
- Environment Cloning
- Unidata and MS SQL Upgrades
- Self Service Performance Tuning
- Web UI Performance Tuning
- Informer Performance Tuning and Upgrades
- Colleague LDAP Integration Maintenance (WebAdvisor authentication)
- Server Certificate Management
- Tomcat Upgrades
- Operating Systems Upgrades and Maintenance
- Install, Configure and Maintain Ethos Integration Services
- Critical time active system monitoring for 40 hours per year
- Monthly report
- 12 hours of General Consulting/month(no rollover)
  - General consulting hours must be scheduled in advance.
- Weekly meetings

**Deliverables:**

- Monthly Status Report
- Quarterly Security Audits

**Client Responsibilities:**

- Access to VPN and Colleague environments
- Approval to install monitoring software

**Location of Work:**

Remote

**Pricing:**

**Monthly Rate: \$6,100.00**

**Term: 6**

**Total: \$36,600.00**

Plus travel and expenses

- 1. All prices shall be held open for [30] days.**
- 2. All orders are subject to the terms and conditions included with this job order.**
- 3. Job order effective upon receipt of signed acceptance by client.**

For Ferrilli:



Robert Ferrilli, President

Date: 2024-07-03

**Accepted as to job order and terms and conditions.**

X \_\_\_\_\_

**Foundation Donor Event (approval)**

As part of the kickoff for the Agricultural Education Center campaign, the steering committee has been planning an event for top prospective donors. After much discussion, one of the options was to host the event on-site in order to show the future center complex.

Board Policy 06.17 – Alcoholic Beverages Sales outlines the requirements for an event that would serve alcohol. The request to have alcohol served at this event was made first to the Foundation Board, which approved the request on July 23. The administration would ask the Board to consider allowing the Foundation to host this event on-campus, in full accordance with the Board Policies.

**Recommendation:**

**Approve the request by the Foundation to host the event on campus, which may include alcohol service in accordance with Board Policy 06.17, as presented.**

**Resolution Designating Date, Time, and Place for Filing Board of Trustee Nominating Petitions**

The following resolution designating date, time, and place for filing nominating petitions and designating the Secretary’s representative to receive and file nominating petitions conforms to guidelines established for the 2025 election of community college district trustees.

RESOLUTION

WHEREAS, an election is to be held in Community College District No. 513 on April 1, 2025 for the election of two trustees to the Board for a full term of six years each; and,

WHEREAS, the Election Code and the Public Community College Act direct the Board Secretary to perform certain functions with respect to the receipt and filing of nominating petitions and statements of candidacy, or to designate a representative to perform such functions; and,

WHEREAS, the Board finds it convenient and necessary to designate a member of the College staff to represent the Board Secretary in the performance of such functions, and at the request of and with the concurrence of the Board Secretary, the Board desires to designate the Secretary to the Board of Trustees as such representative;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 513, COUNTIES OF LASALLE, BUREAU, PUTNAM, DEKALB, MARSHALL, GRUNDY, LEE, AND LIVINGSTON, as follows:

Section 1. The place for receiving and filing nominating petitions and statements of candidacy for the election to be held on April 1, 2025 is hereby designated as Room Number C301, Illinois Valley Community College, 815 N. Orlando Smith Road, Oglesby, Illinois 61348.

Section 2. Pursuant to the authority conferred by the Public Community College Act, the Board hereby designates Sandra Beard, Secretary to the Board of Trustees of Illinois Valley Community College, to represent the Secretary in the performance of the Secretary’s duties with respect to the receipt and filing of nominating petitions and statements of candidacy.

Section 3. The designated representative’s office will be open for the receipt and filing of nominating petitions and statements of candidacy between 8 a.m. and 4:30 p.m., Monday through Friday from November 12 through November 15, 2024 and between 8 a.m. and 5 p.m. on Monday, November 18, 2024.



Section 4. The procedure to be followed by the designated representative of the Secretary for the receipt and filing of nominating petitions and statements of candidacy shall be substantially as follows:

- a) The designated representative of the Secretary shall receive petitions in the order presented. She will mark upon each the date and hour received and the numerical order in which they were received. All petitions filed by persons waiting in line as of 8 a.m. on November 12, 2024, shall be deemed filed as of 8 a.m. Petitions filed by mail and received in the office of the local election official in the first mail delivery or pickup on the first day of filing shall be deemed simultaneously filed as of 8 a.m. on November 12, 2024. All petitions received thereafter shall be deemed filed in the order of actual receipt.

Two or more petitions filed within the last hour of the filing deadline (between 4 p.m. and 5 p.m. on the last filing day) shall be deemed filed simultaneously and are included in the lottery drawing to determine the final ballot position.

- b) Where two or more petitions are received simultaneously at the opening hour of the filing period or filed within the last hour of the filing deadline, the designated representative of the Secretary shall break ties and determine the order of filing by means of a lottery, as provided by the Election Code. The lottery, if needed, will be held on November 20, 2024 at 4:00 p.m. in the Board Room (C307) on the campus of Illinois Valley Community College, 815 N. Orlando Smith Road, Oglesby, Illinois 61348.

**Recommendation:**

**The administration recommends adoption of the Resolution Designating Date, Time and Place for Filing Board of Trustee Nominating Petitions for the April 1, 2025 election, as presented.**

KPI 4: District Population Served

**Board Policy (approval)**

Board Policy 01.05 – Vacancies is an update to policy. This policy was updated due to a change in state statute that requires notification of the Illinois Community College Board (ICCB) in the situation where there is a vacancy on the Board of Trustees. This will allow the ICCB to monitor these vacancies and the filling of such in order to meet the statute requirements. This policy was shared with the Planning Committee in July, 2024 and is being brought forward for approval.

**Recommendation:**

**Approve Board Policy, as presented.**

KPI 4: Support for Employees

Illinois Valley Community College Board Policy

Subject: **Vacancies**

Effective Date: **02/25/2010**

Last Reviewed: **11/13/2023**

Number: **01.05**

Last Revised: **02/25/2010**

Upon notice that a vacancy exists on the Board of Trustees, the following steps will be taken to fill such vacancy:

1. The Chair of the Board shall announce promptly that such vacancy exists.
- ~~1.2.~~ Within five working days after a vacancy occurs, the Chair of the Board shall notify the ICCB in writing of the name of the Trustee and the date of vacancy.
- ~~2.3.~~ Following such announcement, the Chair shall cause notice of such vacancy to be published in newspapers of general circulation within the district.
- ~~3.4.~~ The Chair also shall cause a news release announcing such vacancy to be sent to all media outlets normally provided news releases by the College.
- ~~4.5.~~ The notices referenced in (2) and (3) above shall direct persons who wish to be considered for the vacancy to express their interest in writing to the Secretary of the Board by a specified date as determined by the Chair.
- ~~5.6.~~ Candidates for the vacancy shall address the following in the written materials submitted to the Board:
  - reason for seeking the appointment;
  - how the individual's qualifications will add to the composition of the Board in fulfilling its responsibilities to the District's citizens;
  - experience in other areas which may enhance public policy or decision-making; and
  - other topics as may be determined by the Board.
- ~~6.7.~~ All materials received shall be reviewed by the Board.
- ~~7.8.~~ The Board may invite those candidates from whom more information is desired to be interviewed by the Board. Such interviews may take place in Closed Session of the Board as permitted by law.
- ~~8.9.~~ In the event that a pool of qualified candidates already exists from a vacancy that was filled within the last six months, the Board may consider filling the position from this pool versus the above steps.

The remaining members shall fill the vacancy in accordance with Section 3-7 of the Act. [110 ILCS 805]. Upon filling the vacancy, the Chair of the Board of trustees shall notify the ICCB in writing of the name of the newly appointed trustee and the effective date of the appointment.

In accordance with state statutes, the vacancy must be filled within 60 days. If the remaining members fail so to act within 60 days after the vacancy occurs, the Chair of the ICCB shall fill the vacancy in accordance with Section 3-7 of the Act. [110 ILCS 805]

**Board Policy (approval)**

Board Policy 03.24 – Nepotism is an update to policy. This policy is designed to provide clear guidance for the Board of Trustees and employees in situations related to employment relationships. This was based on recommended practice, when applicable, as well as on other community college policies that govern these situations. A procedure has also been developed to support this policy and provide guidance in these situations that can be applied equitably and consistently. This policy was shared with the Planning Committee in July, 2024 and is being brought forward for approval.

**Recommendation:**

**Approve Board Policy, as presented.**

KPI 4: Support for Employees

Illinois Valley Community College Board Policy

Subject: **Nepotism**

Effective Date: **10/19/2010**

Last Reviewed: **06/21/2011**

Number: **03.24**

Last Revised: **06/21/2011**

~~It is the policy of the Board of Trustees of Illinois Valley Community College that close family members (e.g., spouse, a party to a civil union, parent, parent of current spouse, parent of a party to a civil union, child, brother, sister, brother-in-law, sister-in-law, grandparents, grandchildren, and legal guardians) or members of the same household may not be employed in positions within the College where one family member would have authority over or be required to supervise another. The nepotism policy applies to all employees of the College including members of the Board of Trustees.~~

Illinois Valley Community College is committed to a policy of employment and advancement based on qualifications and merit and does not discriminate in favor of or in opposition to the employment of relatives. The College's Nepotism policy will be applied in accordance with applicable federal and state laws.

Due to potential for perceived or actual conflicts, such as favoritism or personal conflicts from outside the work environment, which can be carried into the daily working relationship, Illinois Valley Community College will hire relatives of persons currently employed only if: a) candidates for employment will not be working directly for or supervising a relative, and b) candidates for employment will not occupy a position in the same line of authority in which employees can initiate or participate in decisions involving a direct benefit to the relative. Such decisions include hiring, retention, transfer, promotion, wages and leave requests.

This policy applies to all current employees, members of the Board of Trustees, and candidates for employment. Members of the Board of Trustees and relatives of the Board of Trustees shall not be hired as College employees.

"Relative" is defined as one of the following: spouse, a party to a civil union, parent/step parent, parent of a party to a civil union, child/step child, legal guardians, grandparent, grandchild, in-laws (father, mother, son, daughter), brother/brother-in-law, sister/sister-in-law or members of the same household.

Exceptions to this policy may only be made with prior written approval of the College President or their designee.

**Board Policy (approval)**

Board Policy 03.31 – Discipline is an update to policy. This policy is designed to provide clear guidance for Human Resources, supervisors, and employees in situations related to discipline for employees not governed by a collective bargaining agreement. This was based on recommended practice, when applicable, as well as on other community college policies that govern these situations. A procedure has also been developed to support this policy and provide guidance in these situations that can be applied equitably and consistently. Employees covered by a collective bargaining agreement will be governed by any disciplinary processes documented in their agreement. This policy was shared with the Planning Committee in July, 2024 and is being brought forward for approval.

**Recommendation:**

**Approve Board Policy, as presented.**

KPI 4: Support for Employees

Illinois Valley Community College Board Policy

Subject: **Discipline**

Effective Date: **06/21/2011**

Last Reviewed: **05/14/2020**

Number: **03.31**

Last Revised: **05/14/2020**

~~This Policy and related procedures is-are intended to provide employees not affected by a labor agreement who are not “at-will” employees of the College with general guidance about the College’s current rules and operating procedures regarding suspension of all such employees not affected by a labor agreement (hereinafter, “subject employees”) disciplinary process. The employment of “at-will” employees is addressed within Board Policy 3.11, and this policy does not affect the at-will status of any at-will employees. The College may reinterpret, change, supplement, or rescind any part of this policy or any of its other policies from time to time as it deems appropriate. Nothing in this Policy is an express or implied contract, promise, legal interest, or property right. Suspension or termination of an employee with an Employment Contract for defined term shall also be subject to the applicable terms of that person’s Employment Contract, if any.~~

~~The purpose of enforcement of the College’s policies and procedures is to ensure the efficient operation and safe working conditions for all employees and students. While on College premises and/or engaged in College business, employees are expected to observe College rules and Board policies and procedures. Employees who fail to do so are subject to disciplinary action as set forth in the related disciplinary procedures, except as otherwise provided herein. This policy and related procedures will be applied in accordance with applicable State and Federal legal authority.~~

~~Nothing in this policy provides any contractual rights regarding employee discipline or counseling, nor should anything in this policy be read or construed as modifying or altering the employment-at-will relationship between Illinois Valley Community College and its employees. At-will employees may be subject to accelerated discipline.~~

~~Suspension or termination of an employee with an Employment Contract for a defined term shall also be subject to the applicable terms of that person’s Employment Contract, if any.~~

~~Suspension With Pay~~

~~Either the Board or President may suspend a subject employee with pay: (1) during an investigation into allegations of disobedience or misconduct whenever such employee's continued presence in his or her position would not be in the College's best interests; (2) as a disciplinary measure for misconduct that is detrimental to the College; (3) pending a Board hearing to suspend an employee without pay; or (4) pending a Board hearing to terminate an employee.~~

Misconduct that is detrimental to the College includes:

- ~~Insubordination, including any failure to follow an oral or written directive from a supervisor;~~
- ~~Violation of Board policy or Administrative Procedure;~~
- ~~Conduct that disrupts or may disrupt the educational or administrative program or process;~~
- ~~Conduct that violates any State or federal law that relates to the employee's duties; and~~
- ~~Other sufficient causes.~~

~~The Board or President, or their respective designees, depending upon the source recommending the proposed suspension with pay, shall meet with the subject employee to present the allegations and give the employee an opportunity to refute the charges. The employee will be told the dates and times the suspension will begin and end.~~

~~If a subject employee is suspended with pay pending the outcome of a criminal investigation or prosecution, and the subject employee is later terminated for any reason related to his or her criminal conviction, the employee must repay to the College all compensation and the value of all benefits received by him or her during the suspension. The President or the President's designee will notify the employee of this requirement when the employee is suspended.~~

#### Suspension Without Pay

~~The Board and President are both authorized to suspend without pay: (1) a subject employee pending a dismissal hearing, or (2) a subject employee as a disciplinary measure for up to 30 employment days for misconduct that is detrimental to the College as defined above. Administrative staff members may not be suspended without pay as a disciplinary measure. The Board may appoint a hearing examiner and promulgate procedures to be followed at any suspension hearing.~~

~~The Board and President are both authorized to issue a pre-suspension notification to a subject employee. This notification shall include the length and reason for the suspension as well as the deadline for the employee to exercise his or her right to appeal the suspension to the Board or Board appointed hearing examiner before it is imposed. At the request of the professional employee made within five calendar days of receipt of a presuspension notification, the Board or Board appointed hearing examiner will conduct a pre-suspension hearing. The Board or its designee shall notify the subject employee of the date and time of the hearing. At the pre-suspension hearing the subject employee and/or his/her representative, if any (whom shall be selected by the employee at the subject employee's expense) may present evidence, present witnesses and cross-examine witnesses who testify, and to present any other reason as to why he or she should not be suspended without pay. If said employee does not appeal the pre-suspension notification received from the President, the President or President's designee shall report the action to the Board at its next regularly scheduled meeting.~~

#### Termination

~~The College may terminate a subject employee for misconduct that is detrimental to the College as defined above. The Board may appoint a hearing examiner and promulgate procedures to be followed at any suspension hearing. The Board and President are both authorized to issue a termination notification to a subject employee. This notification shall include the reason for the~~



~~termination as well as an invitation to the employee to attend the termination hearing to be conducted by the Board or Board-appointed hearing examiner before the termination is imposed. The Board or Board-appointed hearing examiner will therefore conduct a termination hearing. The Board, President or their respective designee shall notify the subject employee of the date and time of the termination hearing. At the termination hearing, the subject employee and/or his/her representative, if any (whom shall be selected by the employee at the subject employee's expense), may present evidence, present witnesses and cross-examine witnesses who testify, and to present any other reason as to why he or she should not be terminated.~~

**Board Policy (approval)**

Board Policy 04.13 – Investments is an update to policy. This policy is designed to provide clear guidance for the Business Office in situations related to financial institution relationships and selection. This does align the process with past institutional practice and removes the requirement for bidding every four years. It does reserve the right to use a bidding process if a change is needed. This policy was shared with the Planning Committee and the Audit Finance Committee in July, 2024 and is being brought forward for approval.

**Recommendation:**

**Approve Board Policy, as presented.**

KPI 6: Resource Management

Illinois Valley Community College Board Policy

Subject: **Investments**

Effective Date: **04/19/2011**

Last Reviewed: **03/29/2022**

Number: **04.13**

Last Revised: **03/29/2022**

Scope

This investment policy applies to all funds of Illinois Valley Community College. These funds are accounted for in the College’s annual financial report and include all current funds and any other funds that may be created in the future. All transactions involving the funds and related activity of any funds shall be administered in accordance with the provisions of this policy and of the canons of the “prudent person rule.” The “prudent person” standard is understood to mean the following:

Investments shall be made with judgment and care which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

Objectives

- Safety of Principal – Investments shall be undertaken in a manner that seeks to ensure the preservation of principal in the overall portfolio. To attain this objective, only appropriate investment instruments will be purchased and insurance or collateral may be required to ensure the return of principal.
- Liquidity – The College’s investment portfolio shall be structured in such a manner as to provide sufficient liquidity to pay obligations as they come due.
- Return on Investments – The investment portfolio should strive to provide a rate of return which approximates a market-average rate of return taking into account the risk constraints, the cash flow characteristics of the portfolio, and legal restrictions for return on investments.
- Maintaining the Public Trust – The College’s Board-appointed Treasurer or the Treasurer’s designee shall seek to act responsibly as custodian of the public trust and shall avoid any transaction that might impair public confidence in the College, the Board of Trustees, or the College Treasurer.

Investment Instruments

The College Treasurer may deposit funds within any financial institution that conforms to, complies with, and is within the statutory limits as applies to public funds.

Illinois Valley Community College may invest in any type of security allowed by the Public Funds Investment Act (Illinois Revised Statutes) (30 ILCS 235/2 et. Seq) of the State of Illinois as may be amended from time to time. The following list is intended only as a summary and may not reflect all allowable investments:

1. Bonds, notes, certificates of indebtedness, treasury bills or other securities now or hereafter issued by the United States of America, its agencies, and allowable instrumentalities;
2. Interest-bearing savings accounts, interest-bearing certificates of deposit, or interest-bearing time deposits, or any other investments constituting direct obligations of any bank as defined by the Illinois Banking Act;
3. in short-term obligations of corporations organized in the United States with assets exceeding \$500,000,000 if (i) such obligations are rated at the time of purchase at one of the 3 highest classifications established by at least 2 standard rating services and which mature not later than 270 days from the date of purchase, (ii) such purchases do not exceed 10% of the corporation's outstanding obligations, and (iii) no more than one-third of the public agency's funds may be invested in short-term obligations of corporations under this paragraph (3);
4. in obligations of corporations organized in the United States with assets exceeding \$500,000,000 if (i) such obligations are rated at the time of purchase at one of the 3 highest classifications established by at least 2 standard rating services and which mature more than 270 days but not later than 3 years from the date of purchase, (ii) such purchases do not exceed 10% of the corporation's outstanding obligations, and (iii) no more than one-third of the public agency's funds may be invested in obligations of corporations under this paragraph (4); or
5. Money market mutual funds registered under the Investment Company Act of 1940, provided that the portfolio of any such money market mutual fund is limited to obligations described in paragraph (a) or (b) of this subsection and to agreements to repurchase such obligations;
6. Municipal bonds issued by a county, park district, sanitary district, or other municipal corporation, or bonds and other interest bearing obligations of the State of Illinois, or of any other state or of any political subdivision or agency of the State of Illinois or of any other state, whether the interest earned thereon is taxable or tax-exempt under federal law;
7. Collateralized repurchase agreements which conform to the requirements stated in 30 ILCS 235/2 (g) or (h) of the statutes.
8. The Illinois Public Treasurer's Investment Pool;
9. Illinois School District Liquid Asset Fund Plus

Investments may be made only in those savings banks or savings and loan associations, the shares or investment certificates of which are insured by the Federal Deposit Insurance Corporation.

Investment products that are considered as derivatives are specifically excluded from approved investments.

#### Diversification

It is the policy of the College to diversify its investment portfolio. Investments shall be diversified to reduce to a minimum the risk of loss resulting in over concentration in a specific maturity, issuer, class of securities, or third party intermediary. Not more than 75 percent of the funds available for investment may be placed in a single allowable investment instrument nor with a single investment entity (e.g., bank, savings and loan, Illinois Funds, or intermediary).

### Collateralization

Collateralization will be required on all deposits in excess of FDIC insurable limits.

Eligible collateral instruments are investment instruments acceptable under Investment Instruments per ILCS 235/6 (d). The collateral must be placed in safekeeping at or before the time the College buys the investments so that it is evident that the purchase of the investment is predicated on the securing of collateral.

Documentation of collateral will be done as follows:

- Safekeeping will be documented by a safekeeping agreement that complies with FDIC regulations; and
- Substitution or exchange of securities held in safekeeping for the College can be approved exclusively by either the Treasurer or his/her designee, provided the market value of the replacement securities is equal to or greater than the market value of the securities being replaced.

### Safekeeping of Collateral

Third party safekeeping is required for all collateral. To accomplish this, the securities can be held at the following locations:

- A Federal Reserve Bank or its branch office;
- At another custodial facility in a trust or safekeeping department through book- entry at the Federal Reserve;
- By an escrow agent of the pledging institution; or
- By the trust department of the issuing bank.

Safekeeping will be documented by an approved written agreement. This may be in the form of a safekeeping agreement, collateral agreement, pledge agreement, and/or other similar agreement(s).

Original certificates of deposits will be held by the originating bank.

### Safekeeping of Securities

Third party safekeeping is required for all securities. To protect against potential fraud or losses caused by collapse of individual securities dealers, all investment securities purchased by the College, including collateral on repurchase agreements, shall be held by the College or in safekeeping by the College's custodian bank or a third party bank trust department, acting as agent for the College under the terms of a custody or trustee agreement executed by the bank and by the College. The primary agent shall issue a safekeeping receipt to the College listing the specific instrument, rate, maturity, and other pertinent information.

All security transactions conducted by the custodian on behalf of the College are to be on a delivery-versus payment (DVP) only basis, to ensure that securities are deposited in an eligible custody account prior to the release of funds. Investment officials shall be bonded to protect the College against loss.

### Qualified Financial Institutions and Intermediaries

Depositories – Demand deposits

- Financial institutions for banking services ~~will be selected by the Board through a competitive bidding process every four years must be. Those~~ institutions ~~must be~~ chartered to conduct business in Illinois and listed with the Illinois Department of Banks, and maintain a branch office within the College District. Any financial institution selected by the College shall provide normal banking services, including, but not limited to, checking accounts, wire transfers, automated clearinghouse, and safekeeping services. The College reserves the right to use a competitive bidding process to select a financial institution if deemed necessary.
- The College will not maintain funds in any financial institution that is not a member of the FDIC system. In addition, the College will not maintain funds in any institution neither willing nor capable of posting required collateral for funds or purchasing private insurance in excess of FDIC insurable limits.
- To qualify as a depository, a financial institution must furnish the Treasurer with copies of the latest two statements of condition, which it is also required to furnish to the Comptroller of Currency as the case may be. While acting as a depository, a financial institution must continue to furnish such statements to the Treasurer annually.
- Fees for banking services and interest rates for deposits shall be mutually agreed to by an authorized representative of the depository bank and the College Treasurer on a bi-annual basis. Fees for services shall be substantiated by a monthly account analysis.
- All financial institutions acting as a depository for the College must enter into a “Depository Agreement”.

#### Banks and Savings and Loans – Certificates of Deposit and other deposits

Any financial institution selected to be eligible for the College’s competitive certificate of deposit purchase program must meet the following requirements:

- Provide wire transfer, automated clearinghouse, and certificate of deposit safekeeping services;
- Be a member of the FDIC or National Credit Union Association (NCUA) and willing and capable of posting required collateral or private insurance for funds in excess of the FDIC or NCUA insurable limits; and
- Meet the minimum financial criteria as established by the College.

#### Intermediaries

Any financial intermediary selected to be eligible for the College’s competitive investment program must meet the following requirements:

- Provide wire transfer, automated clearinghouse, and deposit safekeeping services;
- Be a member of a recognized U.S. Securities and Exchange Commission Self-Regulatory Organization, such as the New York Stock Exchange, Financial Industry Regulatory Authority, Municipal Securities Rule Making Board, etc.
- Provide an annual audit upon request;
- Have an office of Supervisory Jurisdiction within the State of Illinois and be licensed to conduct business in the State of Illinois;
- Be familiar with the College’s policy and accept financial responsibility for any investment not appropriate according to the policy; and
- Furnish written reports/statements at least monthly that describe all investments held by the intermediary.

### Management of the Program

The following individuals are authorized to purchase and sell investments, authorize wire transfers, authorize the release of pledged collateral, and execute any documents required under this procedure:

- College Treasurer (Chief Investment Officer)
- College Controller (Assistant Investment Officer)

These documents include:

- Wire Transfer
- Depository Agreement
- Safekeeping Agreement
- Custody Agreement
- Automated Clearinghouse Agreement
- Investment Advisory Agreement

Management responsibility for the investment program is hereby delegated to the College Treasurer and College Controller who shall establish a system of internal controls and written operational procedures designed to prevent the loss of funds that might arise from fraud, employee error, misrepresentation by third parties, or imprudent actions by employees of the entity. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions: check signing, check reconciliation, deposits, bond payments, report preparation, and wire transfers. No person may engage in any investment transaction except as provided for under the terms of this policy. The College Treasurer shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinates.

The wording of agreements necessary to fulfill the investment responsibilities is the responsibility of the College Treasurer who shall periodically review them for consistency with College policy and State law and who shall be assisted in this function by the College's legal counsel and external auditors. These agreements include, but are not limited to:

- Wire Transfer Agreement
- Depository Agreement
- Safekeeping Agreement
- Custody Agreement
- Automated Clearinghouse Agreement
- Investment Advisory Agreement

The College Treasurer may use financial intermediaries, brokers, and/or financial institutions to solicit bids for securities and certificates of deposit. These intermediaries shall be approved by the Board of Trustees.

All wire transfers made by the College Treasurer shall require a secondary authorization by the College Controller or College President.

### Performance

The College Treasurer will seek to earn a rate of return appropriate for the type of investments being managed given the portfolio objectives. In general, the College Treasurer will strive to earn

an average rate of return equal to or greater than the U.S. Treasury Bill rate for a given period of time for the College's average weighted maturity.

#### Ethics and Conflicts of Interest

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution of the investment program or which could impair their ability to make impartial investment decisions. Failure to comply will lead to appropriate disciplinary action.

#### Indemnification

Investment officers and employees of the College acting in accordance with this investment policy and written operational procedures as have been or may be established and exercising due diligence shall be relieved of personal liability for an individual security's credit risk or market changes.

#### Reporting

The College Treasurer and College Controller shall submit to the Board of Trustees a monthly investment report, which shall include information regarding securities in the portfolio. The report shall indicate any areas of policy concern and planned revision of investment strategies.

#### Amendment

This policy shall be reviewed from time to time by the College Treasurer with regard to the policy's effectiveness in meeting the College's needs for safety, liquidity, rate of return, diversification, and general performance. Any substantive changes will be reported to the Board of Trustees.



**Board Policy (approval)**

Board Policy 06.10 – Prevailing Wage is an update to policy. This policy was updated due to a change in state statute from 2019 that no longer requires resolutions by the Board of Trustees. The requirement to pay prevailing wages remains, as does the obligation to ensure that all qualifying contractors and vendors meet this obligation. This policy was shared with the Planning Committee in July, 2024 and is being brought forward for approval.

**Recommendation:**

**Approve Board Policy, as presented.**

KPI 5: District Population Served

Illinois Valley Community College Board Policy

Subject: **Prevailing Wage**

Effective Date: **01/17/2012**

Last Reviewed: **01/17/2012**

Number: **06.10**

Last Revised: **01/17/2012**

In order to be in compliance with the Prevailing Wage Act, the Board will require that prevailing wages be paid, as investigated and ascertained by the Illinois Department of Labor ~~the Board will pass an annual resolution to require prevailing wages, as provided by the Illinois Department of Labor, be paid~~ for any public works project at the College.

**Board Policy (approval)**

Board Policy 06.13 – Sex Discrimination is an update to policy. This policy was updated due to a change in federal law. The policy and all related procedures and processes were developed by higher education attorneys in compliance with the law. This policy was shared with the Planning Committee in July, 2024 and is being brought forward for approval.

**Recommendation:**

**Approve Board Policy, as presented.**

KPI 3: Support for Students

KPI 4: Support for Employees

Illinois Valley Community College Board Policy

Subject:	<del>Sexual Misconduct, Sexual and</del> <u>Sex Discrimination</u>	Effective Date:	
	1/17/2012		
	<del>Other Harassment</del>	Last Reviewed:	08/14/2020
Number:	06.13	Last Revised:	<del>01</del> 08/01/2024

~~The College is committed to maintaining a safe and healthy educational and employment environment that is free from discrimination, harassment and misconduct on the basis of sex, which includes sexual orientation or gender related identity. The purpose of these procedures is to implement the College's Affirmative Action policy, support the policy prohibiting sex or gender-based misconduct and the IVCC Student Code of Conduct, ensure a safe and healthy educational and employment environment, and meet legal requirements in accordance with: Title IX of the Education Amendments of 1972 ("Title IX"), which prohibits discrimination on the basis of sex in the College's education programs or activities; relevant sections of the Violence Against Women Reauthorization Act ("VAWA"); Title VII of the Civil Rights Act of 1964 ("Title VII"), which prohibits discrimination on the basis of sex in employment; relevant sections of the Illinois Human Rights Act, which prohibits discrimination on the basis of sex or sexual orientation, including gender related identity; the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act ("Clery Act"), which requires timely warning to the community of certain immediate threats; the Preventing Sexual Violence in Higher Education Act; the Gender Violence Act; and other applicable laws and local ordinances in their original form and as amended.~~

~~The College has an affirmative duty to take immediate and appropriate action once it knows or its management should know of an act of sex or gender based discrimination, sexual harassment or other sex or gender based misconduct in any of its educational or employment programs or activities. The College will promptly and thoroughly investigate any complaints of sexual discrimination, harassment and/or misconduct in accordance with the procedures set forth below.~~

## POLICY PROHIBITING SEX DISCRIMINATION

### I. Policy Statement

Illinois Valley Community College (the College) is committed to maintaining a safe and healthy educational and employment environment that is free from sex discrimination, which includes discrimination and harassment based on sex, sex stereotypes, sex characteristics, pregnancy and related conditions, sexual orientation, and gender identity and expression. The College also prohibits discrimination and harassment on the basis of sex, sex stereotypes, sex characteristics, pregnancy and related conditions, sexual orientation, and gender identity and expression under its general discrimination/harassment policy 06.xx.

It is the policy of Illinois Valley Community College to comply with Title IX of the Education

Amendments of 1972 (“Title IX”), the Violence Against Women Reauthorization Act (“VAWA”), Title VII of the Civil Rights Act of 1964 (“Title VII”), the Illinois Human Rights Act, the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (“Clery Act”), the Preventing Sexual Violence in Higher Education Act, and all other applicable laws and local ordinances regarding unlawful sex-based discrimination, harassment or other misconduct.

Individuals found to have engaged in prohibited sex discrimination will be subject to disciplinary action, up to and including termination and/or expulsion from the College.

## **II. Title IX Compliance**

As required under Title IX, the College does not discriminate on the basis of sex and prohibits sex discrimination in the education programs and activities that it operates. The College’s commitment not to discriminate and prohibition on discrimination extends to admissions and employment.

The College has designated the Vice President for Student Services as the Title IX Coordinator who is responsible for coordinating the College’s efforts to comply with its responsibilities under Title IX. Inquiries about the application of Title IX and 34 C.F.R. Part 106 may be directed to the College’s Title IX Coordinator, the Assistant Secretary for Civil Rights at the United States Department of Education, or both.

## **III. Retaliation Prohibited**

Retaliation, including intimidation, threats, coercion, or discrimination against any person who, in good faith, reports or discloses alleged sex discrimination, files a complaint, or otherwise participates or declines to participate in an investigation into allegations of sex discrimination, is strictly prohibited.

## **IV. Implementing Procedures**

The College will establish, maintain and publish procedures implementing this Policy, which set forth:

- The application and scope of the College’s prohibition on sex discrimination;
- Definitions of prohibited conduct and a definition of consent;
- Responsibilities of and contact information for the College’s Title IX Coordinator and Director of Human Resources;
- Options for assistance following an incident of sex discrimination;
- Procedures for reporting and confidentially disclosing alleged sex discrimination;
- The College’s response to reports of alleged sex discrimination;
- The College’s grievance procedures for complaints alleging sex discrimination, including complaints alleging sex-based harassment;
- A mechanism for reporting and independent review of allegations against one elected official by another elected official;
- Prevention and education programming provided to College students; and

- Training and education provided to all College employees.

**Staff Appointment – Madonna Duncan, Director of Marketing and Communications**

Madonna Duncan has been selected as the Director of Marketing and Communications. Information on this candidate is attached.

**Recommendation:**

**The administration recommends the appointment of Madonna Duncan as Director of Marketing and Communications at an annualized salary of \$93,000, effective August 19, 2024.**

KPI 4: Support for Employees

KPI 5: District Population Served



**RECOMMENDED FOR STAFF APPOINTMENT**

**FISCAL YEAR 2024**

<p><b><u>Position To Be Filled:</u></b> Director of Marketing and Communications</p>	<p><b>Number of Applicants:</b> 12</p>	<p><b>Number of Applicants Interviewed:</b> 3</p>
<p><b><u>Applicants Interviewed By:</u></b></p> <ul style="list-style-type: none"> <li>• Mark Grzybowski, Vice President for Student Services</li> <li>• Lori Cinotte, full-time Faculty (Journalism / English)</li> <li>• Jennifer Etscheid, Administrative Assistant III – Student Services</li> <li>• Karsen Gromm, Marketing Coordinator</li> <li>• Bob Hunter, Webmaster</li> <li>• Jennifer Scheri, Director of Continuing Education and Business Services</li> <li>• Peggy Schneider, Communications Coordinator</li> </ul>		
<p><b>Applicant Recommended:</b>    Madonna Duncan</p>		
<p><b><u>Educational Preparation:</u></b></p> <ul style="list-style-type: none"> <li>• University of Iowa, Iowa City, IA – Bachelor of Arts in Communications Studies</li> <li>• Lorenzo De Medici School, Florence, Italy – Study Abroad with concentration on Italian language and culture</li> <li>• Columbia College, Chicago, IL – Emphasis on Broadcast Journalism courses</li> </ul>		
<p><b><u>Experience:</u></b></p> <ul style="list-style-type: none"> <li>• Hill &amp; Knowlton, Chicago, IL – Vice President; Senior Account Supervisor; Account Supervisor; Senior Account Executive; Account Executive</li> <li>• S &amp; S Public Relations, Lincolnshire, IL – Account Executive</li> </ul>		
<p><b>This candidate is being recommended for employment for the following reasons:</b></p> <ol style="list-style-type: none"> <li>1. Experience as a Vice-President for a global strategic communications firm</li> <li>2. Extensive experience as PR/Media Relations/Marketing professional</li> <li>3. Displayed strong leadership abilities throughout the entire interview process</li> <li>4. Exhibited a tremendous amount of energy and excitement about the position</li> <li>5. Articulated a true understanding of how to build and galvanize a team</li> <li>6. Provided excellent high level case studies/presentations of previous initiatives – one was with a higher educational institution; one case study included clear tactics that were aimed at achieving an overall strategic plan objective.</li> </ol>		
<p><b>Recommended Salary:</b> \$93,000 annualized</p>	<p><b>Effective Date:</b> 08/19/2024</p>	
<p align="center">Mary Beth Herron Director of Human Resources</p>		



**Faculty Appointment – Rebecca Caldwell, Early Childhood Education Instructor**

The search committee has selected Rebecca Caldwell as Early Childhood Education Instructor. Information on this candidate is attached.

**Recommendation:**

**The administration recommends the appointment of Rebecca Caldwell as Early Childhood Education Instructor effective August 19, 2024 at Step E-6 (+ 2%), an annualized salary of \$60,836.00 on the 2024/2025 faculty salary schedule.**

KPI 4: Support for Employees



**RECOMMENDED FOR FACULTY APPOINTMENT**  
**FISCAL YEAR 2025 / ACADEMIC YEAR 2024-2025**

<b>Position To Be Filled:</b> Early Childhood Education Instructor, Full-Time, Tenure-Track	<b>Number of Applicants:</b> 17	<b>Number of Applicants Interviewed:</b> 4
<b>Applicants Interviewed By:</b> <ul style="list-style-type: none"> <li>• Dr. Lirim Neziroski, Dean of Humanities, Fine Arts, and Social Sciences</li> <li>• Tammy Landgraf, Early Childhood Education Instructor</li> <li>• Jill Urban-Bollis, Psychology and Education Instructor</li> <li>• Jean Forst, English and Reading instructor</li> <li>• Ashlee Fitzpatrick, Associate Director of Retention</li> <li>• Miguel Hermsillo, Bursar</li> </ul>		
<b>Applicant Recommended:</b> Rebecca Caldwell		
<b>Educational Preparation:</b> <ul style="list-style-type: none"> <li>• American College of Education, Caramel, IN – Ed.S. anticipated Fall 2024</li> <li>• American College of Education, Caramel, IN – M.A. Early Childhood Education</li> <li>• New York Institute of Technology, New York, NY – B.A. Early Childhood Education</li> <li>• Moraine Valley Community College, Palos Hills, IL – A.A. Early Childhood Education</li> </ul>		
<b>Experience:</b> <ul style="list-style-type: none"> <li>• Joliet Junior College, Joliet, IL – ECACE Grant Manager/Adjunct Faculty</li> <li>• Highland Community College, Freeport, IL – Adjunct Professor – Early Childhood Education</li> <li>• College of DuPage, Glen Ellyn, IL – Adjunct Professor – Early Childhood Education</li> <li>• Olivet University, Bourbonnais, IL – Adjunct Professor</li> <li>• The Center: Resources for Teaching and Learning, Arlington Heights, IL – PFA Coach / Instructional Leader</li> </ul>		
<b>This candidate is being recommended for employment for the following reasons:</b> <ol style="list-style-type: none"> <li>1. Academic credentials in both Early Childhood and Elementary Education with higher education teaching experience in both programs.</li> <li>2. Effective teaching demonstration and writing sample.</li> <li>3. Experience in child care services.</li> <li>4. Experience and education capable of making an immediate impact at the College.</li> </ol>		
<b>Recommended Salary:</b> \$60,836 annualized (E-6)	<b>Effective Date:</b> 08/19/2024	
Mary Beth Herron Director of Human Resources		

**Staff Retirement – Ron Groleau, Dean of Natural Sciences and Business**

Ron Groleau, Dean of Natural Sciences and Business, submitted his retirement effective January 31, 2025 (attached).

We thank Ron for his dedicated service and wish him well in his retirement.

**Recommendation:**

**Accept the retirement of Ron Groleau, Dean of Natural Sciences and Business, effective January 31, 2025.**

KPI 4: Support for Employees

# NATURAL SCIENCES AND BUSINESS

*Illinois Valley Community College*

July 22, 2024

Dr. Trier,

The time has come. This letter is to inform you of my retirement from Illinois Valley Community College after a long and fulfilling career. My last day of work will be Friday, January 31, 2025.

In my 30 years as a division chair/academic dean, I have worked for and with a wonderful and dedicated group of people. Even though the numbers may not be exact, it has been a pleasure working with seven college presidents, ten vice-presidents of academic affairs, and thirty division chairs/deans. I would also like to thank all of the members of the Board of Trustees, administrators, faculty, and staff. It has been my privilege to know and interact with each person over the past 41 years during my time as an IVCC student, adjunct faculty member, tenured full-time faculty member, and an academic administrator. All have played a key role in the tremendous success this college has experienced.

Many who know me will not be surprised to hear me say that being a community college instructor is, without a doubt, the best job a person can have. I would like to express my sincere gratitude for being allowed to remain in the classroom during my entire IVCC career. While current and former students frequently stop me to say thank you, it is I who would like to say thank you to each of them. Numbering in the thousands, it is each one of these students who have impressed me so much with their work ethic and success. I am forever grateful for them allowing me to be a small part of their life.

I look forward to assisting the college in the transition process in whatever way I may or may not be needed. It gives me pleasure to know that the future of IVCC is bright and in good hands. One more time, to all, I would like to say thank you.

Sincerely,



Ron Groleau

**RECEIVING**

JUL 23 2024

**HUMAN RESOURCES**



**RECOMMENDED FOR STAFF APPOINTMENT  
FISCAL YEAR 2024**

<p><b><u>Position To Be Filled:</u></b> Administrative Assistant I – Financial Aid</p>	<p><b>Number of Applicants:</b> 20</p>	<p><b>Number of Applicants Interviewed:</b> 5 (9 invitations extended; 4 declined, cancelled, or did not show)</p>
<p><b><u>Applicants Interviewed By:</u></b></p> <ul style="list-style-type: none"> <li>• Isamar Taylor, Director of Financial Aid</li> <li>• Jill W Ehrley, Reconciliation and Compliance Specialist</li> <li>• Chris Teason, Financial Aid and Veteran Benefits Advisor</li> <li>• Louis Lukacsy, Financial Aid Advisor</li> <li>• Sarah Goetz, Records and International Student Specialist</li> </ul>		
<p><b>Applicant Recommended:</b> Madeleine Hunter</p>		
<p><b><u>Educational Preparation:</u></b></p> <ul style="list-style-type: none"> <li>• University of Illinois Springfield, Springfield, IL – Computer Science studies</li> <li>• Illinois Valley Community College, Oglesby, IL – Cybersecurity Certificate</li> </ul>		
<p><b><u>Experience:</u></b></p> <ul style="list-style-type: none"> <li>• Blain’s Farm &amp; Fleet, Ottawa, IL – Head Cashier</li> <li>• Game Stop, Peru, IL – Third Key Holder</li> <li>• The Buckle, Peru, IL – Third Key Holder</li> <li>• VIP Cinemas, Ottawa, IL – Shift Manager</li> <li>• Illinois Valley Community College – Oglesby, IL – Student Worker; Peer Tutor</li> </ul>		
<p><b>This candidate is being recommended for employment for the following reasons:</b></p> <ol style="list-style-type: none"> <li>1. Experience at IVCC as a student worker; understands office operations</li> <li>2. Interviewed very well, providing thorough answers and good examples; demonstrated professionalism and sharpness in responses</li> <li>3. Microsoft Excel experience; has tutored IVCC students which demonstrates ability to work with students</li> </ol>		
<p><b>Recommended Salary:</b> \$16.50 per hour</p>	<p><b>Effective Date:</b> 08/05/2024</p>	
<p align="center">Mary Beth Herron Director of Human Resources</p>		



**RECOMMENDED FOR STAFF APPOINTMENT**

**FISCAL YEAR 2024**

<b>Position To Be Filled:</b> Administrative Assistant I – Learning Resources	<b>Number of Applicants:</b> 6	<b>Number of Applicants Interviewed:</b> 3
<b>Applicants Interviewed By:</b> <ul style="list-style-type: none"> <li>• Ellen Evancheck, Director of Learning Resources</li> <li>• Luke Olivero, ESL/GED Program Manager</li> <li>• Marlene Merkel, Administrative Assistant II - HFS</li> <li>• Tina Hardy, Disability Services Coordinator</li> </ul>		
<b>Applicant Recommended:</b> Taressa Edge		
<b>Educational Preparation:</b> <ul style="list-style-type: none"> <li>• Northeastern Illinois University, Chicago, IL – M.A. Political Science</li> <li>• Northeastern State University, Tahlequah, OK – B.A. Political Science</li> </ul>		
<b>Experience:</b> <ul style="list-style-type: none"> <li>• Target, Matthews, NC – Cashier/Floor Assistant</li> <li>• Grace United Methodist Church – Secretary</li> <li>• Joliet Junior College, Joliet, IL – Office Assistant</li> <li>• Northwestern University, Evanston, IL - Secretary</li> </ul>		
<b>This candidate is being recommended for employment for the following reasons:</b> <ol style="list-style-type: none"> <li>1. Demonstrated strong communication and interpersonal skills.</li> <li>2. Extensive experience in office management including website development, project management, customer service, working with sensitive information, and being a self-starter.</li> <li>3. Higher education experience; worked with diverse populations from different economic, and cultural backgrounds.</li> </ol>		
<b>Recommended Salary:</b> \$17.00 per hour	<b>Effective Date:</b> 08/05/2024	
<p align="center">Mary Beth Herron Director of Human Resources</p>		

Since 1983

## BOARD OF DIRECTORS

### President

Diana Whitney

### Vice President

Claudia Plumer, DNP

### Secretary/Treasurer

Sheila Rumbold

Brenda Beaver

Jennifer Beaver

Mark Breeden

Susan Fandel

Pam Horwitz

Randy Mullin, MD

Nedda Simon

### Emeritus

Marshall Jones

## AGENCY

### LEADERSHIP

#### Chief Executive Officer

Michael Zerneck

#### Chief Operating Officer

Chloe Lund, MAS

#### Domestic Violence Program Operations

Amber Killian, ICDVP

#### Advocacy & Counseling

Jennifer Johnson, LSW

#### Sexual Violence Program

Melanie Whitmer

#### Outreach & Facilities

Trisha Schafer

Dear Illinois Valley Community College,

Freedom House, an Illinois not-for-profit corporation since 1983, has provided free services for victims of domestic and sexual violence and their families. Our comprehensive range of services includes a 24/7 hotline, emergency shelter, legal and medical advocacy, counseling, prevention education, professional training, and mental health services including substance-use support.

Recognizing the importance of collaboration and a united effort in addressing the needs of survivors, Freedom House is eager to join hands with collateral service providers or agencies like yours in the development of a network of services that mutually contribute to the betterment of victims in our community.

This Networking Agreement outlines the principles that will govern our collaborative efforts:

### Recognition of Professional Services:

Freedom House and Illinois Valley Community College mutually recognize the existence of their respective professional services, understanding the unique strengths and expertise each organization brings to the collaboration.

### Adherence to Service Delivery Protocols:

We commit to abiding by mutually accepted service delivery protocols, ensuring that our combined efforts result in a comprehensive and coordinated approach to supporting survivors.

### Client Confidentiality and Information Sharing:

Both parties commit to maintaining the highest level of client confidentiality. Any sharing of client information will be conducted with the use of appropriate releases of information, respecting the privacy and consent of the individuals we serve.

### Assistance and Consultation:

We pledge to assist and consult with each other regarding the appropriate referrals for needed services. Our collective knowledge and expertise will be leveraged to ensure survivors receive the comprehensive support they require.

---

Serving Bureau, Henry, Marshall, Putnam, and Stark Counties since 1983

**Promotion of Community-Wide Networking:**

Recognizing the broader impact of our collaborative efforts, we commit to promoting community-wide networking of services available. By working together, we can create a stronger and more resilient support system for survivors of domestic and sexual violence.

This agreement is effective through January 2026 and will remain in effect until either party provides written notice of termination.

Thank you for considering this collaboration. We believe that our combined efforts will significantly contribute to the betterment of victims in our community.

**Freedom House**

Name: Trisha Schafer

Title: Outreach Manager

Signature:



Date: January 2024

Agency: Illinois Valley Community College

Name: Tracy Morris

Title: President

Signature:



Date: July 30, 2024



<b>NAME</b>	<b>POSITION</b>	<b>DEPARTMENT / DIVISION</b>	<b>STATUS (PT)Part-time; (FT)Full-time</b>	<b>Date HR Received Notice / Letter on File (Y) / (N)</b>	<b>Effective</b>	<b>Reason</b>
King, Kimber	Health Careers Navigator	Health Professions (Grant)	FT	7/16/2024 (Y)	8/1/2024	Resignation
Groleau, Ron	Dean	Natural Sciences and Business	FT	7/23/224 (Y)	1/31/2025	Retirement
Henry, Brandon	Instructor	Humanities, Fine Arts, and Social Sciences	PT	7/22/2024 (Y)	5/18/2024	Resignation
Stuart, Gerald	Head Coach - Women's Soccer	Athletics	PT	08/05/2024 (Y)	8/5/2024	Resignation



### **College Core Values**

Achieving Excellence through our Core Values (acronym is I-CARE)

Integrity

Compassion

Accountability

Respect

Equity

### **Vision Statement**

Illinois Valley Community College will foster personal and professional growth and well-being for our students and community through growing programs, updated facilities, and educational innovation.

### **Mission Statement**

Illinois Valley Community College is dedicated to creating opportunities for students and our community by providing access to affordable, high-quality higher education and lifelong learning.