

COD Board of Trustees - Regular Meeting

November 21, 2019

The link to the agenda is here:

https://www.cod.edu/about/board_of_trustees/pdf/agendas/2019/2019nov21_agenda.pdf

The link to the video of the meeting is here:

https://www.cod.edu/about/administration/multimedia_services/live-streaming/botmedia.aspx

1) Call to order 6:07 PM

Pledge of Allegiance: Jose Alvarez, Veteran Student Services

Roll Call

| | |
|----------------------------------|-------------|
| Frank Napolitano, Chair | present |
| Christine M. Fenne, Vice Chair | present |
| Daniel Markwell, Secretary | present |
| Charles Bernstein | present |
| Annette K. Corrigan | NOT present |
| Maureen Dunne | present |
| Heidi Holan | present |
| Jasmine Schuett, Student Trustee | NOT present |

2) Closed Session 6:10 PM

(Interesting – Read all the reasons for which closed session is used. Motion by Holan, Seconded by Fenne)

3) Return to Open Session

Didn't say time

4) Public Comment

a) Shannon Toler CODFA President

Thankful for ... Jackie McGrath/ CODFA/Caputo/Board compromise to avoid strike

b) Jackie McGrath

Increase next year's tax levy; reduce reserve fund balance, which last year equaled revenue.

c) Tim Peifel

Northern Illinois Radon. Trying to sell his wares.

5) Reports

a) Chair – Thanked Veterans, COD community

b) Student Trustee - absent

c) President Caputo – Student Accounting Team came in second in a competition, Faculty group went to an Equity and Attainment Commission meeting to compliment Pathways Initiative.

d) Auxilliary & Outreach Cmte – Simply said that mtg was tonight before Bd mtg. Next mtg Dec 19.

e) Audit Cmte – Tues Nov 12 last mtg. Thanked Fenne and Coletti as outgoing members. Incoming will be Corrigan and Dave Rogers. Outside Auditors report coming. Next mtg TBA.

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f) ICCTA Mtg Rprt – Holan and Corrigan attended mtg. At that mtg were discussed: New minimum wage, Bachelors in Nursing, Diversity (incl. Dr. Del Rosario on hiring practices and support groups at COD).

6) Presentations

a) FY19 Independent Audit

David Virgilio, Asst Financial Controller

Packet given to Trustees (Annual Report on fiscal year July 1, 2018 - June 20 2019)

Recapping November 12 mtg presentation on opinion of Auditor, Clifton Larson Allen.

Highlights:

Slide 1

i) Combining Financial Statements (all together, and with Foundation pulled out separately)

ii) External audit was fine.

Slide 2

Accounting Bases – short term (Annual Budget, Monthly Statements) v long term (Comprehensive Annual Rprt)

Slide 3

All Funds Combined, asset highlights

Slide 4

First of three year contract with auditors

Questions: none

b) COD Foundation Update

Karen Kuhn, Exec Dir & Sherman Neal, Pres

 Showed Video of scholarship celebration, slides of \$3M goal and progress, charts of asset growth, priority areas, awards given.

c) Veteran Student Services

Dr. Mark Curtis- Chavez, Provost, presented Jose Alvarez (who led pledge earlier and is graduating) to make presentation. Cesar Flores will take over for Alvarez.

 Quasi financial aid services, hoping to grow scope. Serving 1,000+ military-connected students. \$1.3M state funds, much more federally with GI Bill (incl housing, books, etc.). Fewer vets coming to COD after troop draw-downs abroad. Slides on funding, enrollment, support services (incl counseling), partner organizations.

7) Information

Items a-m (see link to agenda)

First reading of Policy Items, no vote on them tonight.

Chair took questions as follow:

Bernstein: Innovation DuPage - showing budget already spent, and a teeny bit over. Why? Upfront contribution, timing.

Bernstein: Residual value of assets - \$5k desk bought 2013 being “scrapped”. They’ll “look into it”.

Bernstein: Board Policy Amendments – wording of one appears to be giving sole responsibility to change policies to administration, meant to simply require admin input. Will reexamine.

Bernstein: Clarify that Internal Auditor on HR Actions reports not only to COD Pres, but to Board. Will do.

Markwell: Tobacco on Campus: How incorporate Cannabis? Will clarify.

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8) Consent Agenda

Items 8a-z (see link to agenda)

Chair asked for Questions, items to pull out and vote on separately:

Bernstein asked to remove 8e,f

Markwell had question on 8q (Clarification on bonds that get paid off with student fees rather than taxes)

Chair asked for Motion to approve 8a-d, 8g-z. Moved by Fenne, Seconded by Dunne

After discussing item 8q, called a vote on motion. Passed.

Chair requested motion to remove item 8e (remodel Academic Affairs). Moved by Markwell, seconded by Fenne.

Bernstein questioned. Chavez and ? discussed with item 8f (want to bring in closer proximity Academic and Student Affairs leadership). Napolitano questioned endless construction that seems to follow each organizational change.

Fenne requested that files be digitized to reduce space used for file cabinets.

Chair called the vote. Passed.

Chair requested motion to remove item 8f. Moved by Markwell, seconded by Fenne.

Markwell requested that Board be presented with alternate furniture bids in future.

Only one bid was submitted, despite 53 downloads of RFP. Problem was matching current pieces.

Chair called the vote. Passed, Markwell dissented.

9) Alpha Graphics Wheaton Financial Report

No discussion. Chair called for motion. Moved by Markwell, seconded by Holan.

Chair called the vote. Passed. Dunne and Fenne abstained.

10) Accept FY19 External Audit

No discussion. Chair called for motion. Moved by Markwell, seconded by Fenne.

Chair called the vote. Passed.

11) Trustee Discussion

No discussion

12) Calendar Dates

Next Board Meeting Thursday 12/19

13) Closed Session

No further Closed Session needed

14) Adjourn

8:58 PM

Chair called for motion. Moved by Markwell, seconded by Fenne.

Chair called the vote. Passed.