



## Observer Report

Observer(s): Jill Sagi

Date: 12/19/2019

<b>Government Body: College of DuPage Board of Trustees</b>	
<i>Members</i>	<i>Present or No</i>
Frank Napolitano, Chairman	Present
Christine Fenne, Vice Chairman	Present
Daniel Markwell, Secretary	Present
Charles Bernstein	Present
Annette Corrigan	Present
Maureen Dunn	Present
Heidi Holen	Present
Jasmine Shuett, Student Trustee	Present

<b>General Observations</b>	<b>Yes</b>	<b>No</b>	<b>Comments</b>
Did meeting start on time?	X		7:24 PM after close session
Were the facilities large enough? Could the audience readily hear the proceedings? Handicapped Access?	X		
Was there media coverage?		X	No one at the Press table

**Remember:**

- *Always be polite and respectful*
- *Record the meeting if possible*
- *Your attendance is about observation not participation. You are there to learn not judge*

<b>Illinois Open Meeting Act requirements</b>			
Was the agenda posted 48 hours before the meeting? If so, where?	X		
Did the agenda items clearly describe what was to be discussed	X		



Was background information available to the public?	X		
Were issues adequately discussed?	X		
Was public comment encouraged?			Neither encouraged nor discouraged
Was the public treated respectfully?			n/a

**Agenda and supporting agenda items can be found at:**

**5PM**

[https://www.cod.edu/about/board\\_of\\_trustees/pdf/agendas/2019/2019dec19\\_committee\\_agenda.pdf](https://www.cod.edu/about/board_of_trustees/pdf/agendas/2019/2019dec19_committee_agenda.pdf)

**Closed Session 6PM**

**Public session 7PM**

[https://www.cod.edu/about/board\\_of\\_trustees/pdf/agendas/2019/2019dec19\\_agenda.pdf](https://www.cod.edu/about/board_of_trustees/pdf/agendas/2019/2019dec19_agenda.pdf)

[https://www.cod.edu/about/board\\_of\\_trustees/pdf/packets/2019/2019dec19\\_packet.pdf](https://www.cod.edu/about/board_of_trustees/pdf/packets/2019/2019dec19_packet.pdf)

**Meetings are streamed and archived at:**

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**Public participation: (estimate of attendance excluding staff and elected officials)**  
**NONE**

**Public Participation Remarks:**  
 NONE

REPORTS:

Chairman's Report:

Fenne presented:

Wheaton Chamber Lunch recognized COD Excellence

Diana Martinez was also recognized for bringing Frida Kahlo exhibit to COD

Student Trustee Report:

Student executives and Board members attended a leadership workshop in Orlando FL



Student Life Spring Orientation plans are in the works

President's Report:

Red Grange Bowl recognition for the Football team  
2019 Learning Network International recognized COD out of 200 applicants "Coach" program  
Superintendent Partnership meeting held to discuss dual credit and math transitions (assuming COD feeder high school superintendents)

Auxiliary & Outreach Committee Report:

Indicated the group met at 5PM and 3 presentations were made.  
Ongoing meetings are scheduled

PRESENTATIONS:

FUND BALANCE (Scott Brady)

The college is required to have 50% of their total expenditures for the year restricted. The presentation noted areas where the restricted fund balance needed to be increased :

1. Benefits 14.5M
2. Facility Capital expenditures (planned) 60M
3. Master facility expenditures 44M

The calculations assume a 1% levy increase over 5 years and a \$1/year tuition increase each year

INFORMATION - NO QUESTIONS/DISCUSSION

- a. Personnel Items
- b. Financial Statements
- c. Gifts Report
- d. Construction Change Orders
- e. Monthly Construction Update
- f. Grants Report
- g. In-Kind Quarterly Donations Report
- h. Student Trustee Election Timetable

CONSENT AGENDA

Items B-D, F-I, K, M-Q approved, Motion by Corrigan, 2<sup>nd</sup> by Fenne, passed

- a. Revised Board Policy 10-55: Investment of College Funds – 2 nd Reading
- b. Revised Board Policy 15-30: Drug-Free Campus – 2 nd Reading
- c. New Board Policy 15-31: Alcohol on Campus – 2 nd Reading
- d. Revised Board Policy 10-160: Tobacco on Campus – 2 nd Reading
- e. Revised Board Policy 5-220: Audit Committee – 2 nd Reading
- f. Revised Board Policy 5-180: Legal Counsel – 2 nd Reading
- g. Background Screening Services Contract Extension
- h. Apple Equipment for FY20 IT Plan
- i. BIC South Exterior Concrete Repairs
- j. Cleaning and Maintenance of the Homeland Security Training Center (HTC) Range Bullet Trap
- k. Curriculum & Catalog Management Integrated Software Solution
- l. Treadmills for Chaparral Fitness – Bid Rejection
- m. Projection Equipment for the FY20 IT Plan



- n. Hunter Tire Machine for the Automotive Service Technology Program
  - o. Approval of Charter for Academic Committee
  - p. Approval for Vice Chairman Christine Fenne and Trustee Maureen Dunne to attend the ACCT National Legislative Summit
  - q. Approval of Reimbursement Requests for Dr. Brian W. Caputo, President
  - r. Minutes of the November 21, 2019 Regular Board Meeting
  - s. Closed Session Minutes of the following Meetings:
    - a. November 21, 2019
  - t. Personnel Action Items
  - u. Financial Reports
- ITEMS pulled for discussion:
- A – semantic update by Bernstein, Fenne amended, Markwell 2<sup>nd</sup>, motion carried
  - E - Semantic update by Bernstein, Markewell amended, Fenne 2<sup>nd</sup>, motion carried
  - J – Gun Range clean up only received 1 Bid the Board did discuss pulled as one member voted NO because nothing to compare to, specialized area and COD range is large it is a bigger scope then the specialized niche company bid. NOTE: the winning bid was a minority owned business. Hollan amended, Corrigan 2<sup>nd</sup>, motion carried
  - L – Treadmill purchase – noted the vote was to void the original bid offers as the specs were not clear to the type of equipment the the Fitness Center really needed to be sustainable in cost and function. A new request for bid will be forthcoming with clearer guidelines to the type of equipment.
  - R,S – 2 members not in attendance asked to abstain as they were not at the meeting the minutes were being approved for. Holland made motion, Markwell 2<sup>nd</sup> and motion carried
- Chairman Napolitano suggested Board Members watch the video if they are not in attendance to allow them to vote on the minutes (of course there is no video for Closed session)

9. TRUSTEE DISCUSSION—None

10. CALENDAR DATES / Campus Events

Thursday, January 16, 2019: Committee of the Whole Meeting @ 5:00 p.m. – SSC-2200 STRATEGIC PLAN

Thursday, January 16, 2019: Regular Board Meeting @ 6:00 p.m. – SSC-2200

11. Closed Session N/A

12. ADJOURN. Markwell motion, Holland 2<sup>nd</sup>, motion carried

**Were any issues on the agenda relevant to any LWV state or local positions or programs?**

**Do you recommend local League action on any of these issues?**

**If “yes” what action do you recommend?**

**Additional Comments/Concerns**



Observation Report filed by: Jill Sagi

Date: \_\_\_12/19/2019\_\_\_\_\_

Observation Report Reviewed by: Di Niesman

Date: 12/21/19

Observation Report posted by \_\_\_\_\_ Date \_\_\_\_\_