



BOARD OF TRUSTEES

August 15, 2017

PUBLIC BOND HEARING 5:15 P.M. | REGULAR MEETING 5:30 P.M.
RICHLAND COMMUNITY COLLEGE ROOM NS121



Richland Community College

One College Park | Decatur, Illinois 62521 | 217.875.7200 | richland.edu

Richland Community College Board of Trustees

CHAIRMAN

Tom Ritter

VICE CHAIRMAN

Dr. David Coopridr

SECRETARY

Bishop Wayne Dunning

Bruce Campbell

Dale Colee

Randy Prince

Jim Underwood

Lee Trimble - Student Trustee

RICHLAND COMMUNITY COLLEGE
DISTRICT NO. 537
BOARD OF TRUSTEES REGULAR MEETING

August 15, 2017

AGENDA

5:15 p.m. - Conduct a Public Hearing for the Issuance of Funding Bonds for the purpose of paying claims against the District

The Vision: To be the premier source for education, workforce training, partnerships, and economic development.

College Mission: To provide innovative educational environments, opportunities, and experiences that enable individuals, communities, and the region to grow, thrive, and prosper.

Core Values: Commitment, Respect, Excellence, Accountability, and Diversity

- I. Convening of the Regular Meeting – 5:30 p.m.
 - A. Call to Order
 - B. Roll Call
- II. ***Minutes of the Regular Meeting on July 18, 2017 and the Emergency Meeting on August 7, 2017***
- III. Appearance of Citizens and Introduction of Guests
- IV. Written Communications
 - College Activities Report
 - Marketing Report
 - Personnel Update
- V. Special Reports
 - A. College Spotlight – Expanding the Classroom via MyMathLab – Matt Moore
 - B. Monitoring Report – Marketing Governmental & Community Affairs – Tracy Withrow
 - C. Construction Report

- D. Report of ICCTA
- E. Report of Student Trustee
- F. Report of Agreements/Contracts signed by President Valdez for the month of July 2017
- G. Foundation Report
- VI. Consent Agenda
 - A. ***Authorization in compliance with 5 Illinois compiled Statutes 120/2.06***
- VII. New Business
 - A. ***Resolution declaring the intention to issue Funding Bonds for the purpose of paying claims against the District***
 - B. ***Approval of Resolution No. 18-1, Protection, Health, and Safety project to replace the HVAC units in the Server Room – Main Campus Building and Tax Levy***
 - C. ***Approval of Student Success Computer & Audiovisual Equipment***
 - D. ***Approval of Student Success Data Network Equipment***
 - E. ***Approval to Purchase a Portable PLC Learning System***
 - F. ***Approval of Agreement with the Illinois Law Enforcement Training and Standards Board***
- VIII. Board Policies, Proposals, and Changes
 - A. Section 2 – Business Services – Second Reading
 - B. Section 5 – General Policies – 5.18 – Liquor Control – Delivery of Alcoholic Beverages – Second Reading
- IX. Financial Report
 - A. ***Treasurer’s Report and Financial Statement***
 - B. ***Bills and Travel Expenditures for Ratification***
- X. Report of the President
- XI. Items from the Board
- XII. Executive Session
- XIII. Adjournment

Bold and Italics Denotes Action Items

JANUARY 2017

Reports
Consent Agenda
College Legal Contractual Agreements
New Business
Trustee Training

FEBRUARY 2017

Reports
Consent Agenda
New Business
Recommendations for Tenure
Recommendation for Approval of Fees
Strategic Plan Priorities
Monitoring Report: Community Partnership

MARCH 2017

Reports
Consent Agenda
New Business
Recommendations for Faculty Promotions in Rank
Recommendation to Grant Professor Emeritus Status
Recommendation to Grant Staff Emeritus Status
Recommendation for Professional Leave
Recommendation for Approval of Tuition
Monitoring Report: Staff Profile

APRIL 2017

Tenure and Promotion Recognition Dinner
Student Government Election Results
Report from Board Secretary regarding Election of Student Trustee
Seating of New Student Trustee
Reports

MAY 2017

Reorganization of Board of Trustees
Reports
Consent Agenda
New Business
Tentative Budget
Other
RCC Commencement
ICCTA Lobby Day
Monitoring Report: Budget

JUNE 2017

Public Hearing for Budget
Reports
Strategic Plan Quarterly Report
Consent Agenda
New Business
Resolution Adopting Budget
Compliance with Prevailing Wage Act
State Capital Funding Request
Resolution Transferring Earnings
Review of Minutes of Previous Executive Sessions
Monitoring Report: Planning and IE

JULY 2017

Reports

Consent Agenda

Monitoring Report:
Student Profile

AUGUST 2017

Reports

Institutional year Book
Program Review
Presentation

Consent Agenda

Monitoring Report:
Marketing/Government
& Community Affairs

SEPTEMBER 2017

Reports

Consent Agenda

Annual Foundation
Board Meeting

Monitoring Report:
Physical Plant/Facilities

OCTOBER 2017

Reports

Consent Agenda

Distribution of audit
Reports – RCC &
Brush College, LLC

Strategic Plan Quarterly
Update

Monitoring Report:
Academic Profile

NOVEMBER 2017

Reports

Audit Presentation

Consent Agenda

Calendar of Regular
Meeting of Board of
Trustees

Old Business

Financial Report

Monitoring Report:
Enrollment and
Financial

DECEMBER 2017

Reports

Consent Agenda

Old Business

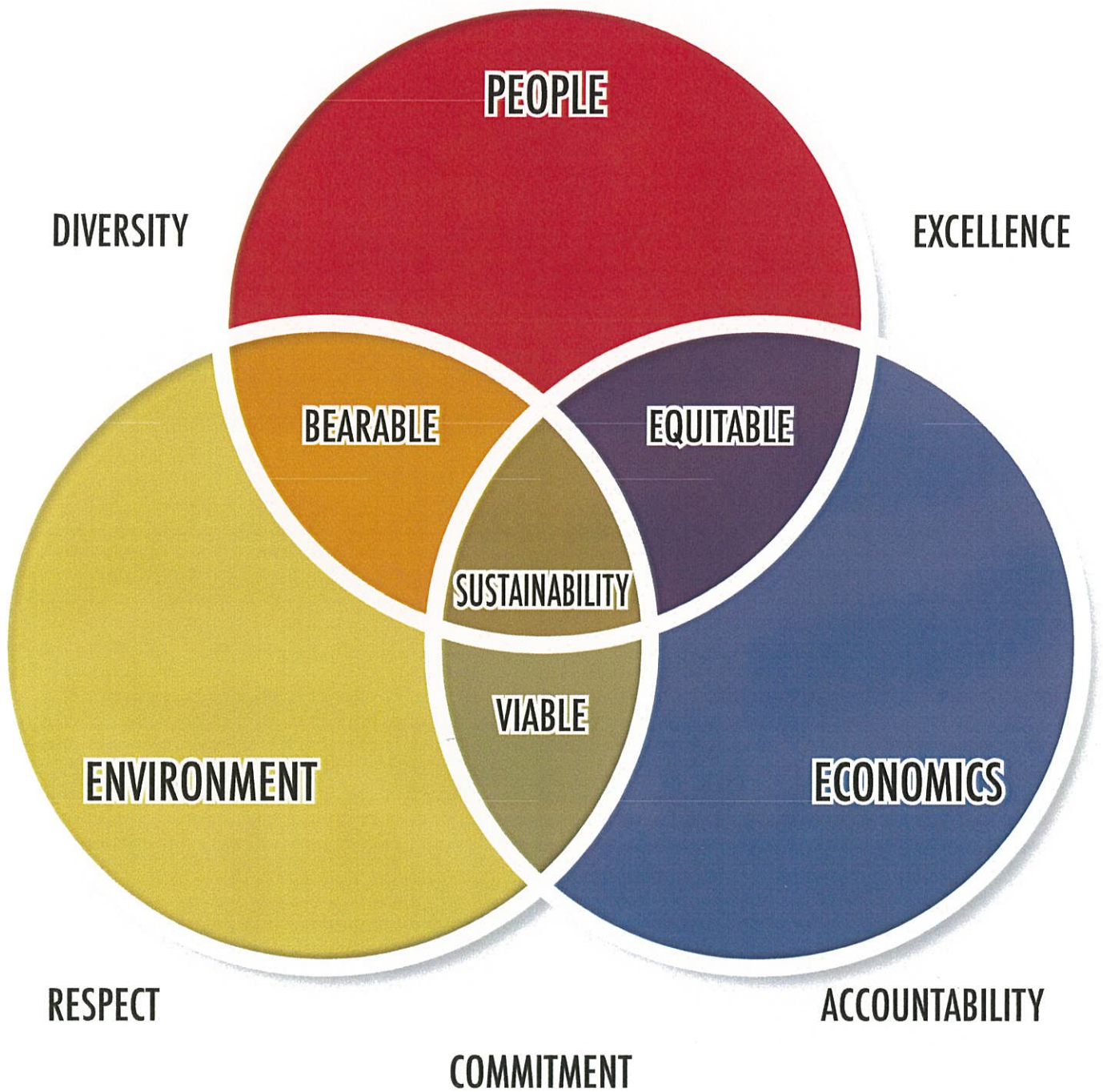
Resolution for Fiscal
Year Tax Levy

Review of Minutes of
Previous Executive
Sessions

Winter Board Retreat

Strategic Plan Priorities
Results Report

PRINCIPLES OF SUSTAINABILITY





College Vision

To be the Premier Source for Education, Workforce Training, Partnerships and Economic Development.

College Mission

To provide innovative educational environments, opportunities, and experiences that enable individuals, communities, and the region to grow, thrive, and prosper.

Core Values

- Commitment
- Respect
- Excellence
- Accountability
- Diversity

Richland Community College Strategic Plan 2015-2018 (REV 10/16)

Goal 1: Elevate Teaching and Learning Standards.

- Strategy A: Utilize Richland's Cross-Disciplinary Outcomes process to assess student learning.
- Strategy B: Demonstrate the assessment of program student learning outcomes.
- Strategy C: Engage faculty and staff in program review using the established process.
- Strategy D: Enhance teaching and learning through faculty development opportunities.
- Strategy E: Deploy innovative instructional delivery and assessment.

Goal 2: Foster Student Success and Completion.

- Strategy A: Improve the college and career readiness of Richland students.
- Strategy B: Establish and maintain a strategic enrollment management plan and process.
- Strategy C: Engage students in the development of their plan of study.
- Strategy D: Implement student success strategies to address momentum points.

Goal 3: Advance and Create Workforce Development Partnerships.

- Strategy A: Establish and maintain partnerships to advance community development.
- Strategy B: Identify and implement new career and technical education programs of study and workforce development programs reflecting community economic development initiatives.
- Strategy C: Strengthen legislative and government relations that serve to further Richland's mission.
- Strategy D: Proactively engage media to highlight cast portfolio of offerings available to District residents.

Goal 4: Ensure a Financially Sustainable Organization.

- Strategy A: Develop and implement a working capital model that addresses the College's deficiency of working capital.
- Strategy B: Establish a Fund Balance Policy providing a framework and process to identify appropriate Fund Balances and actions that lead to and provide support of a strong financial position within a designated time frame.
- Strategy C: Conduct a comprehensive study of organizational structure and adjust based on findings.
- Strategy D: Conduct a comprehensive study of facilities and equipment to address current needs and accommodate the College's core business.

Strategic Plan

L2 Division/Department/Area Balanced Scorecards

L1 Institutional Balanced Scorecard

Implementation and Performance

Public Accountability

Annual Performance Report

Dashboard

Implementation and Performance

Public Accountability

Higher Learning Commission Academic Quality Improvement Program (AQIP)

2016 Richland Community College Strategic Plan Priorities

Goal 1: Elevate Teaching and Learning Standards.

Strategy A: Utilize Richland's Cross Disciplinary Outcomes process to assess student learning.

1. Complete evaluation of oral communication artifacts.
2. Complete rubric for assessment of Technology Proficiency.

Strategy B: Demonstrate the assessment of program student learning outcomes.

1. Assess progress of program student learning outcomes by transitioning to a focus on data collection, analysis, and planned improvements.

Strategy C: Engage faculty and staff in the program review using the established process.

1. Increase faculty and program staff involvement in program reviews scheduled for FY16 by ICCB.
2. Continue implementation of CIP Team 2-15A, *Instructional Delivery and Program Optimization*, recommendations.

Strategy D: Enhance teaching and learning through faculty development opportunities.

1. Establish process to assess participation.
2. Complete professional development plans.

Strategy E: Deploy innovative instructional delivery and assessment systems.

1. Increase the number of students using alternative pathways to credit-level coursework and follow up with students using co-requisite model for persistence and retention.
2. Ensure the English Bridge Program curriculum emphasizes the elements of effective first-year writing/college-level English writing requirements.
3. Provide and analyze benchmark data from the high school Math 098 pilot.
4. Establish one STEM content discipline to align with a high school.

Strategy F: Expand project-based learning and other career-focused learning experiences for students.

1. Establish a professional development plan for faculty around project-based learning.
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Goal 2: Foster Student Success and Completion.

Strategy A: Engage in activities that improve the college and career readiness of Richland students.

1. Initiate pathway alignment evaluation for core disciplines such as English, Communications and Math.

Strategy B: Advance a comprehensive Strategic Enrollment Management process and completion agenda.

1. Promote and evaluate intentional scheduling efforts (i.e., stream scheduling, Transfer Academy, Clinton scheduling, night academy, etc.) to determine next steps.
2. Benchmark and track enrollment patterns to two identified target student populations (e.g., aged 25-29, developmental education, online).
3. Reinforce enrollments through targeted marketing activities in underserved areas.

Strategy C: Engage students in the holistic development of educational pathways.

1. Evaluate enrollment pipeline to identify potential opportunities for improvement related to persistence and retention of Richland students.
2. Continue implementation of CIP Team 2-15B, *Student Driven Scheduling*, recommendations.

Strategy D: Implement student success strategies to address progress expectations and identified momentum points.

1. Create promotions throughout the year that encourage applications for scholarships and strengthen connections to scholarship donors, students and parents.
2. Write 6-7 new scholarship agreements that support students with financial need.
3. Implement new FAFSA rules.
4. Expand additional bridge programming for adult education students.
5. Update, increase and promote articulation agreements with partnering educational institutions.

Strategy E: Establish robust student support systems including proactive advising and work-based career-focused experiences.

1. Promote career services offerings through faculty and class presentations.
 2. Implement the internship tracking modules of College Central Network.
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Goal 3: Create and Advance Workforce Development Partnerships.

Strategy A: Discover common workforce needs and opportunities to strengthen community relationships.

1. Track advisory committee meetings and develop list of advisory committee recommendations.
2. Conduct 2-3 on-campus activities and 2 off-campus engagement activities to reconnect alumni to Richland.
3. Maintain, add and update contact information for Richland alumni.
4. Seek out and implement innovative ideas to further research and development for Richland and Richland students.
5. Develop partnerships for utilization of Progress City USA and enhance utilization of facilities to increase revenue.
6. Expand CCUS partnership with U.S. Department of Energy.

Strategy B: Identify and implement new career and technical education programs of study and workforce development programs reflecting community economic development initiatives.

1. Develop and deploy CTE curriculum model pilot that aligns college courses with employer needs. Develop 2 additional pathways.
2. Expand STEAM (Science, Technology, Engineering, Arts, Math) activities with K-12 partners.
3. Implement Advisory Board for Carroll School of Business.
4. Implement national AATP marketing/recruitment partnership to establish food technology industry-cluster with the goal of securing a new business tenant in AATP within 24 months.
5. Participate, as 1 of 5 community colleges, in Midwest Community College Agriculture Consortium with USDA and NCGA to sponsor a research activity at RCC/AATP in FY17.

Strategy C: Actively engage in legislative and government relations that serve to further Richland's mission.

1. Reinforce Richland's role as a leader in broader public policy debate.
2. Maintain an open dialogue with elected officials regarding significant priorities, activities and decisions of the College.
3. Advocate on behalf of the community college system's agenda.
4. Utilize the collective expertise of elected officials to create new opportunities for Richland.
5. Participate in Economic Development Corporation and Greater Decatur Chamber of Commerce activities to increase Richland visibility regarding program and learning resources.

Strategy D: Proactively secure opportunities for media to highlight the vast portfolio of offerings available to District residents.

1. Strengthen press releases and stories promoting opportunities and events at the College.
2. Enhance monthly radio segments.
3. Enhance social media opportunities in promotion.
4. Highlight faculty and student awards and recognitions.

Strategy E: Facilitate workforce and economic development opportunities through business incubator and entrepreneurial training.

1. Implement Richland/National Foodworks Services, LLC, Memorandum of Understanding (Local Illinois Food Entrepreneurship (LIFE) Program).
2. Expand market for Richland coffee blends in conjunction with community business partnerships.
3. Identify economic development services to be offered by Richland.

Strategy F: Successfully fulfill the design, development and delivery of a new school of business integrated curriculum.

1. Complete canvassing of foundations and corporations of gift prospects to support the Carroll School of Business.
 2. Continue implementation of design and development of the Carroll School of Business.
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Goal 4: Ensure a Sustainable Organization.

Strategy A: Align and empower employee strengths that benefit the institution in meeting strategic goals.

1. Conduct a successful Presidential Search utilizing ACCT's process.

Strategy B: Optimize human, economic and environmental expenses with available revenue.

1. Develop a balanced budget within the constraints of limited resources by the June Board of Trustees' meeting.
2. Review and modify the College's Health Insurance Benefit Program by benefit choice period to reduce costs for the College and staff.
3. Enhance existing reporting for financial data.
4. Review and modify procedures in purchasing, travel and cash management to ensure efficient use of College resources.
5. Develop strategies to increase the operating fund balance.
6. Analyze feasibility of continuing scholarship programs.

Strategy C: Balance the physical environment to connect to the College principles of sustainability.

1. Develop AASHE Sustainability Plan.
2. Implement and evaluate training protocols enabling the College to meet the requirements outlined in the Crisis Management Plan for implementation by August opening of the academic year.

Strategy D: Identify and secure alternative revenue streams.

1. Seek three new grants that further Richland's mission and add to existing revenue streams.
2. Develop new and broaden existing revenue streams by building creative and entrepreneurial partnerships with foundations, corporations, government sources and private donors.

Strategy E: Align facility utilization with established program needs.

1. Continue to work with the CBD, BLDD and contractors for efficient project management through completion of the Student Success Center project (pending release of state funds).
2. Develop process for measurement and implementation of facility utilization.

CONVENING OF THE REGULAR MEETING

**MINUTES OF THE REGULAR MEETING ON JULY 18, 2017 AND THE
EMERGENCY MEETING ON August 7, 2017**

**MINUTES OF BOARD OF TRUSTEES REGULAR MEETING
DISTRICT NO. 537
RICHLAND COMMUNITY COLLEGE**

July 18, 2017

CONVENING OF THE MEETING

Call to Order

The regular meeting was called to order at 5:35 p.m. Tuesday, July 18, 2017, in the Exhibit Hall of NSEC by Chairman Ritter. Chairman Ritter also recited the College Vision, Mission, and Core Values.

Roll Call

Trustees Present: Bruce Campbell, Tom Ritter, Dr. David Coopridner, Jim Underwood, Randy Prince, Bishop Wayne Dunning, Dale Colee, and Lee Trimble

Trustees Absent: None

Also present: Dr. Cris Valdez and other staff members

MINUTES OF PREVIOUS MEETING

The minutes of the regular meeting of June 20, 2017 had been distributed to the Board prior to this meeting.

Prince moved to approve the minutes of the regular meeting of June 20, 2017. Dr. Coopridner seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.

APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS

Dr. Valdez and the Board of Trustees welcomed Ryan Voyles from the Herald and Review, and Cassandra Smith from WSOY.

WRITTEN COMMUNICATIONS

College Activities Report

- Macon County Relay for Life – July 21 – 6:00 p.m. – Shilling Parking Lot
- Richland Water Wagon – Decatur Celebration – August 4, 5, 5
- Decatur Celebration Parade – 10:00 a.m. – August 5
- Richland Alumni Association Billiards Exhibition – August 12 – 7:00 p.m. – Starship Billiards
- Your Journey at Richland – August 14 – 10:00 a.m. – August 18 – 3:00 p.m. – LRC 4

- Saturday Produce Market – July 1, 8, 15, 22, 29, August 5, 12, 19– 8:00 a.m. – NSEC Parking lot
- Convocation – August 14 – 2:00 p.m. - Shilling
- Second Saturday Registration – August 12 – 10:00 a.m. – 2:00 p.m. – WDI
- Fall Classed Begin – August 19
- Tech – Go Camp – July 17-20 – NSEC
- Board of Trustees Meeting – located in NS 121 at 5:30 p.m. – August 15
- Other activities listed in the Board Book

Personnel Update

Retirements, Resignations, and Terminations

- Darbe Brinkoetter, Dean, Continuing/Professional Education, effective June 30, 2017
- Cathy Sebok, Director, Admissions & Recruitment, effective June 30, 2017
- Arthur Scott Hartman, Maintenance II, effective June 30, 2017
- James Chiligris, Maintenance II, effective June 30, 2017
- John Kleiss, Assistant Director, Plan Operations, effective June 30, 2017
- Mike Vest, Maintenance II, effective June 30, 2017
- Frank Richardson, Maintenance II, effective June 30, 2017
- Peggy McLean, Admission & Records Representative, effective June 30, 2017
- Vivian Goodman, Director, Decatur Community Partnership, effective June 30, 2017

SPECIAL REPORTS

1. Jill Feinstein, Professor, Biology presented the College Spotlight – STEM Activities
2. Marcus Brown presented the Monitoring Report – Student Profile.
3. Greg Florian, Vice President of Finance and Administration, presented the Construction Report

REPORT OF ICCTA

None

REPORT OF STUDENT TRUSTEE

Student Trustee Lee Trimble gave a verbal report of events at Richland Community College.

AGREEMENTS/CONTRACTS AUTHORIZED BY THE PRESIDENT FOR THE MONTH OF JUNE

Dr. Valdez signed an Intergovernmental Agreement between Decatur Public Schools, District #61 and Richland Community College.

Dr. Valdez signed an Intergovernmental Agreement between St. Teresa High School and Richland Community College.

Dr. Valdez signed an Intergovernmental Agreement between Argenta-Oreana High School and Richland Community College.

Dr. Valdez signed an Intergovernmental Agreement between Central A & M High School and Richland Community College.

Dr. Valdez signed an Intergovernmental Agreement between Cerro Gordo High School and Richland Community College.

Dr. Valdez signed an Intergovernmental Agreement between Clinton High School and Richland Community College.

Dr. Valdez signed and Intergovernmental Agreement between Decatur Christian School and Richland Community College.

Dr. Valdez signed and Intergovernmental Agreement between Maroa-Forsyth High School and Richland Community College.

Dr. Valdez signed an Intergovernmental Agreement between Meridian High School and Richland Community College.

Dr. Valdez signed and Intergovernmental Agreement between Mt. Zion High School and Richland Community College.

Dr. Valdez signed and Intergovernmental Agreement between Warrensburg-Latham High School and Richland Community College.

Dr. Valdez signed and Intergovernmental Agreement between Lutheran School Association and Richland Community College.

FOUNDATION REPORT

Julie Melton presented information regarding proposed changes to the Scherer Honors Scholarship and explained the new Richland Fund for Student Success.

CONSENT AGENDA

It was recommended that the Board of Trustees authorize the destruction of the verbatim records of the January 11, 2016, closed session audio tape.

A recommendation was made to the Board of Trustees that the College award a bid to Shippers Rental Company of Quincy and authorize the College Administration to execute a contract with the company for a total of \$1750 per month for 36 months for the lease on the semi-truck for the CDL program.

A recommendation was made to the Board of Trustees that Robert Brice be appointed Director, Skilled Trades, effective July 19, 2017.

Prince moved to approve the consent agenda items, as presented. Dr. Coopriider seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.

EXECUTIVE SESSION

Prince moved to enter into closed session for the purpose of discussing individual employments, as specified in Section 2 (c) (1); for the purpose of discussing collective negotiation matters, as specified in Section 2 (c) (2); for discussion of purchase or lease of real property, as specified in Section 2(c) (5); for discussion of pending or probable litigation, as specified in Section 2 (c) (11); and for self-evaluation, as specified in Section 2 (c) (16) of the Open Meetings Act. Colee seconded. Voice vote being all ayes, Chairman Ritter declared the motion carried.

Meeting convened into closed session at 7:42 p.m.

Meeting convened into open session at 8:27 p.m.

NEW BUSINESS

FURNITURE CONTRACT FOR THE CARROLL SCHOOL OF INNOVATIVE LEARNING AND STUDENT SUCCESS CENTER

A recommendation was made to the Board of Trustees to allow the College to award the purchase of furniture to Henrickson & Co. of Peoria for \$309,460.91 and Resource One of Springfield for \$227,526.71, as presented.

Underwood moved to approve the recommendation to allow the College to award the purchase of furniture to Henrickson & Co. of Peoria for \$309,460.91 and Resource One of Springfield, as presented. Prince seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.

PROTECTION, HEALTH, AND SAFETY PROJECT

A recommendation was made to the Board of Trustees that the College award the Protection, Health, and Safety Project to Carpet Weavers of Decatur and authorize the College administration to execute a contract with the contractor for a total of \$18,452.00, as presented.

Prince moved to approve the recommendation to allow the College to award Carpet Weavers of Decatur and authorize the College Administration to execute a contract with the contractor for a total of \$18,452.00, as presented. Campbell seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.

MUNICIPAL LEASE FOR ELECTRONIC SIGN AND TECHNOLOGY EQUIPMENT

A recommendation was made to the Board of Trustees authorizing the College Administration to enter into leasing arrangements in the amount of \$135,000.00 for funding equipment for a 60-month lease with Commerce Bank of Champaign, Illinois, as presented.

Underwood moved to approve the recommendation to authorize the College Administration to enter into leasing arrangements in the amount of \$135,000.00 for funding equipment for a 60-month lease with Commerce bank of Champaign, Illinois, as presented. Trimble seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.

BID FOR ELECTRONIC SIGN

A recommendation was made to the Board of Trustees to authorize the College to award the bid to Bendsen Signs and Graphics of Decatur and authorize the College Administration to execute a contract with the company for \$37, 933.29, as presented.

Dr. Coopriider moved to approve the recommendation to authorize the College to award the bid to Bendsen Signs and Graphics of Decatur and authorize the College Administration to execute a contract with the company for \$37,933.29, as presented. Underwood seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.

PURCHASE OF AUDIOVISIAL EQUIPMENT FOR THE CARROLL SCHOOL OF INNOVATIVE LEARNING

A recommendation was made to the Board of Trustees to allow the College to purchase the audiovisual equipment from Presidio Corporation of Peoria, Illinois for the Carroll School of Innovative Learning in the amount of \$155,210.80, as presented.

Prince moved to approve the recommendation to authorize the College to purchase the audiovisual equipment from Presidio Corporation of Peoria, Illinois for the Carroll School of Innovative Learning in the amount of \$155,210.80, as presented. Underwood seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.

PURCHASE OF COMPUTING EQUIPMENT FOR THE CARROLL SCHOOL OF INNOVATIVE LEARNING

A recommendation was made to the Board of Trustees to allow the College to purchase the computer equipment from CDW-G of Vernon Hills, Illinois in the amount of \$136,849.30 for the Carroll School of Innovative Learning, as presented.

Prince moved to approve the recommendation to authorize the College to purchase the computing equipment from CDW-G of Vernon Hills, Illinois in the amount of \$136,849.30 for the Carroll School of Innovative Learning, as presented. Underwood seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.

RATIFICATION OF ADJUNCT FACULTY CONTRACT

A recommendation was made to the Board of Trustees to approve the 2017-2018 Collective Bargaining Agreement between Richland Adjunct Federation of Teachers Local #6218 and the Board of Trustees for Community College District No. 537, as presented.

Campbell moved to approve the 2017-2018 Collective Bargaining Agreement between Richland Adjunct Federation of Teachers Local # 6218 and the Board of Trustees for Community College District No. 537, as presented. Colee seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.

BOARD POLICES, PROPSALS, AND CHANGES

Board Policy Section 2 – Business Services was presented to the Board of Trustees for first reading. No action is necessary at this time.

Changes to Section 2 include:

Section 2.1.5 Annual Audit – Adds reference to Public Community College Act, States that the financial statements must be in accordance with Generally Accepted Accounting Principles (GAAP),

Section 2.1.8 Payment of Bills - Adds reference to Public Community College Act,

Section 2.1.10 Proper Execution of Transactions and Events – Deletes two prohibitions that are covered in other sections,

Section 2.2.4 Bond and Interest Fund – Formatting change,

Section 2.2.7 Working Cash Fund - Adds reference to Public Community College Act,

Section 2.3.3 Investment Instruments – Changes reference to bond rating services, deletes reference to savings bank and saving and loan associations,

Section 2.3.4 Diversification – Deletes reference to Savings & Loan, formatting correction,
Section 2.3.8 Management of Program – Adds clarifies Wire Transfer “agreements”,

Section 2.3.12 Reporting – Modifies reports for investments to a minimum of quarterly and the amount of data reported,

Section 2.4 Travel and Associated Expenses – Removes previous subsections and replace with new sections to meet new statutory requirements. This includes limits on travel expenditures, items that can be reimbursed, approval of travel expenditures,

Section 2.4.2 Safety and Security – Corrects reference to Public Community College Act, adds reference to Clary Act and Violence Against Women Act,

Section 2.5.6 Moving Expenses – Changes section numbering, adds general titles and removes specific position titles,

2.5.7 Meetings and Official Functions – Changes Section numbering, modifies to align with new travel policy by eliminating references to conferences and workshops, entertainment, and lodging and transportation,

2.5.G.2 Official Functions – clarifies that dues to associations for individual employees are not allowed unless it provides a benefit to the College,

2.5.3 Student Assumption of Risks during College Travel – Clarifies the type of trips and activities covered under this section to match recent trips,

Section 2.6.1 Purchase of Supplies, Materials, and Equipment – Restricts contracts to be signed only by the President or appropriate Vice President,

Section 2.6.2 Use of College Credit Cards – Corrects cite from Public Community College Act

Board Policy Section 5 – General Policies is adding 5.18 Liquor Control - Delivery of Alcoholic Beverages is an entirely new section. Recent legislation requires colleges and universities

serving and selling alcoholic beverages to establish policy and procedures to assure compliance. This new section meets the requirements of the act.

FINANCIAL REPORT

BILLS AND TRAVEL EXPENDITURES PAYABLE

The June 2017 Treasurer's Report and Financial Statement were presented to and discussed with the Board.

A list of bills paid in the amount of \$929,978.19 for June 2017 was distributed to the Board prior to the meeting.

Prince moved to ratify the May bills and travel expenditures paid and approve the Financial Statement subject to audit. Campbell seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.

REVIEW OF MINUTES OF PREVIOUS CLOSED SESSION

A recommendation was made that the Board of Trustees approve the continued confidentiality of the closed session minutes, as presented.

Prince moved to approve the continued confidentiality of the closed session minutes, as presented. Trimble seconded. Roll call vote being all ayes, Chairman Ritter declared the motion carried.

REPORT OF THE PRESIDENT

- **Richland High School Equivalency Program Graduation** – Attended graduation ceremony for students completing the equivalency program on June 28. **Goal 2A & D**
- **College Readiness Math - Celebration** – Attended this important celebration of Richland students who participated in a summer Math bridge program to strengthen their skills and improve chances of persistence and completion. **Goal 2A, C and D**
- **Partnering opportunities** – Recently, I have had the opportunity to participate in several meetings that present potential partnerships in the future including; IMA Manufacturing Apprenticeship meeting June 29 (hosted by Richland), conversation with Sheriff with the possibility of connecting with the Decatur Law Enforcement training facility, conversations with local agriculture leaders to explore the opportunities for a signature academic program and provided a tour of Carroll Center to Buena Vista Bank executives. **Goal 3A & B**

- **Letters to local State Legislatures** – Authored “Thank you” letters to local elected officials who supported the development of an FY2017 budget, recognizing the difficulty of said vote. **Goal 3C**
- **Cabinet Retreat** – Met, in retreat, with Cabinet members to develop strategies for the upcoming year. Two outcomes; increased positive employee recognition and empowerment and ongoing Strategy Cabinet meetings. **Goal 4**
- **Kiwanis Talk** – Provided remarks regarding Richland’s current successes and future plans to Noon Kiwanis members on July 18. **Goal 3A & D**
- Richland Community College and the EDC will work together to create Manufacturing Days in October. More information is to follow.
- Cris will be interviewing with Brian Byers next week to promote the Farm Progress Show.

ITEMS FROM THE BOARD

- Dale Colee thanked Tricia Cordulack and Serena Black for being on his radio show, Pharmacy Facts. Serena is a Richland student and graduate of Warrensburg-Latham High School. She told a nice story about coming to Richland, being a scholarship recipient and Junior National Billiard Champion. Serena will be featured at the upcoming Billiard Exhibition on August 12, 2017 at 7:00 p.m. at Starship Billiards & Enterprise Grill. Dale encouraged everyone to get out, meet Serena, and enjoy this event.
- Randy Prince made note of the Apprenticeship meeting that was held at Richland Community College in conjunction with Illinois Manufactures Association. There were large number of employers that attended and there is a great interest in creating a program that will help both the students of Richland and the employers that attended.
- Bruce Campbell thanked Cris and Madonna for coordinating a tour of the Carroll Center for Innovative Learning for representatives of Buena Vista Bank.
- Chairman Ritter wanted to share that there are rumor in the community of Richland Community College closing in the Fall. He encouraged those in attendance to please make sure that this rumor is stopped if anyone else is hearing it.
- Jim Underwood thanked Cris for lunch and tour of the campus as he continues to get initiated with the College.

ADJOURNMENT

Prince moved and Colee seconded to adjourn the meeting at 9:11 p.m.

Bishop Wayne Dunning, Secretary

**MINUTES OF BOARD OF TRUSTEES EMERGENCY MEETING
DISTRICT NO. 537
RICHLAND COMMUNITY COLLEGE**

August 7, 2017

CONVENING OF THE MEETING

Call to Order The special meeting was called to order at 6; 01 p.m. Monday, August 7, 2017, in NS 121 by Chairman Ritter. Chairman Ritter also recited the College Vision, Mission, and Core Values.

Roll Call

Trustees Present: Bruce Campbell, Tom Ritter, Dale Colee, Dr. David Coopriders, Jim Underwood, Lee Trimble, Bishop Wayne Dunning, Randy Prince

Trustees Absent: None

Also present: Dr. Valdez and other staff

EXECUTIVE SESSION

Dr. Coopriders moved to enter into closed session for the purpose of discussing individual employments, as specified in Section 2 (c) (1); for the purpose of discussing collective negotiation matters, as specified in Section 2 (c) (2); for discussion of purchase or lease of real property, as specified in Section 2(c) (5); for discussion of pending or probable litigation, as specified in Section 2 (c) (11); and for self-evaluation, as specified in Section 2 (c) (16) of the Open Meetings Act. Prince seconded. Voice vote being all ayes, Chairman Ritter declared the motion carried.

Meeting convened into closed session at 6:03 p.m.

Meeting convened into open session at 7:10 p.m.

ADJOURNMENT

Dr. Coopriders moved and Underwood seconded to adjourn the meeting at 7:15 p.m.

Bishop Wayne Dunning, Secretary

APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS

WRITTEN COMMUNICATIONS

The American Legion



Certificate of Appreciation

This certificate of appreciation is gratefully presented to
KENT MEARS - RICHLAND COMMUNITY COLLEGE

In recognition and sincere appreciation of outstanding service and assistance which contributed to the advancement of The American Legion programs and activities dedicated to God and Country, and funds donated to V.A. Hospital, Danville, Ill.

Department of ILLIANA HEALTH CARE

Attest:  LANCASTER/DUNN
POST 72
MACON, ILL. 62544

3 Aug. 2017

Date

Robert C. McQuay
Adjutant

Robert Rutherford
Commander

TO: Dr. Cris Valdez
FROM: Tracy Withrow
DATE: August 8, 2017
SUBJECT: College Activities Report

Following is *Richland Community College Activities Report* for the current month and a preview of next month. The *Activities Report* is meant to provide information on items of College-wide and community interest and to spotlight the variety of activities and events in which the College is engaged.

August 2017

- 19 Saturday Produce Market
 8 a.m. - noon
 NSEC Parking Lot

- 21 Fall Classes Begin

- 21-22 Coffee and Donuts – Welcome Week
 7:30-10 a.m.
 Main Entrance

- 21-22 Snacks – Welcome Week
 4-6:30 p.m.
 Main Entrance

- 23 Welcome Back Picnic
 11 a.m. – 2 p.m.
 The Quad

- 23 Part-time Job Fair
 11 a.m. – 2 p.m.
 Cafeteria


- 24 Engagement Fair
 11 a.m. – 1 p.m.
 Cafeteria

- 24 Mister Softee Ice Cream – Welcome Week
 11 a.m. – 1 p.m.
 Main Entrance

- 25 Blacklight Paint Party
 8 – 10 p.m.
 Parking Lot A
- 26 Saturday Classes Begin
- 26 Saturday Produce Market
 8 a.m. - noon
 NSEC Parking Lot
- 29-30 Farm Progress Show

September 2017

- 2 Saturday Produce Market
 8 a.m. - noon
 NSEC Parking Lot
- 9 Saturday Produce Market
 8 a.m. - noon
 NSEC Parking Lot
- 16 Saturday Produce Market
 8 a.m. - noon
 NSEC Parking Lot

To: Cris Valdez, President
 From: Robin Bollhorst, Director, Human Resources and Payroll 
 Date: July 28, 2017
 Subject: Personnel Update

Retirements, Resignations, and Terminations

Name	Position	Last Day
Debra Hays	Secretary, TRiO	7/31/17
Kim Parkinson	Career and Transfer Center Specialist, TRiO	7/31/17
Rob Kerr	Dean, Enrollment Services	8/11/17

New Employees

Name	Position	Start Day
Samuel Morrow	Carpenter, Maintenance II	7/10/17
Justin Mills	HVAC, Maintenance II	7/10/17
Brenda Sebens	Accounting Tech/Cashier Part-time, Business Services	7/10/17
Robert Fleck	Electrician, Maintenance II	7/17/17
Robert Brice	Director, Skilled Trades	7/19/17

Richland Community College
One College Park
Decatur, Illinois 62521



MEMORANDUM

BUSINESS SERVICES

To: Dr. Cris Valdez
From: Greg Floriar *Greg Floriar*
Date: August 2, 2017
Re: Construction Project Status

Current Construction Projects

Student Success Center – This project is now moving forward after the shutdown due to the State budget crisis. Work is continuing in both the remodeled space and renovated space at a feverish pace.

Over the last several weeks, contractors have continued to install the masonry on the exterior of the addition. Window frames and glass installation continues on the new addition. All of the interior partition wall framing has been completed. Drywall installation is complete inside the remodeled area with paint in that area to begin in the next few weeks.

The plumbing and electrical contractors have completed their rough-ins. Once drywall is complete, they will be able to continue with the installation of fixtures. Bodine is preparing to run the main electrical feed from the existing Campus to the new addition, which will mark a major milestone towards completion.

Contractors are also continuing to install the roofing and soffits. Much of the roofing material was cancelled upon the shutdown and is now anticipated to ship the middle of August. We anticipate that the skylight will be installed in the new addition in the next month.

The furniture has been ordered with an anticipated delivery date of November 1.

This project was scheduled to be completed and turned over to the College by late October. With the work stoppage, a new project schedule is still in development as items that were cancelled during the shutdown are now being reordered with new ship dates. We anticipate that the new schedule will still allow the College to move in sometime in November.

The Carroll Center for Innovative Learning –It was discovered during demolition that there were many areas of the existing roof structure that were not fire proofed correctly when the building was originally constructed. O'Shea had to delay work on the ceiling in

order for a sub-contractor to spray fireproofing material on the existing exposed areas as well as the areas where DIRT walls needed to be installed per code. Ceiling grid installation is now ongoing and is anticipated to be complete by early August. Field measurements for the DIRT walls is now scheduled for August 8. The DIRT walls are now scheduled for delivery on October 4. The fireproofing delay has added approximately 30 days to the completion date.

The "Communications" stairway structural steel has been installed. The stair treads have been field measured and are in production but have an extended lead-time. As previously reported, the stairway will not be completed by August and will need to remain enclosed until the handrail is installed toward October 1.

With the installation of the stair in the Center Core and the opening of the Student Success Center, it has become apparent that carpeting in the Center Core is in need of replacement. We have received pricing back from O'Shea builders; staff are also reaching out to local vendors for competitive pricing.

Furniture for the Carol Center has also been ordered with an anticipated arrival November 1.

Protection, Health, and Safety

Carroll Center - The window replacement portion of this project 95% complete. This has been a priority to get the West wing windows replaced prior to the start of classes in August. The window replacement will meet the schedule. The project also includes replacing Variable Air Volume (VAV) equipment in the west wing and south wing 1st floor. This portion of the Carroll project is complete. Upgrade of the energy efficient lighting is included with the Carroll Center project and will be performed with the other Carroll Center work.

Hazardous Flooring Replacement – Main Campus A PH&S project to replace hazardous flooring was approved by the Board in November 2016. Carpet Weavers was awarded the bid at the July Board meeting and have begun removal and installation of the new flooring. This project will be completed before the start of classes.

Richland Community College
STUDENT GOVERNMENT ASSOCIATION
BOARD REPORT

August 2017

Student Trustee: Lee Trimble

President: TBD *Vice-President:* TBD *Secretary/Treasurer:* TBD

Welcome Week Activities:

- 8/21: Donuts (a.m.) and Snacks (p.m.)
- 8/22 : Donuts (a.m.) and Snacks (p.m.)
- 8/23: Welcome Back Picnic
- 8/24: Engagement Fair and Mister Softee Ice Cream Truck
- 8/25: Glow Black Light Party

Other Activities:

- 8/23: Part-Time Job Fair



Commitment Respect Excellence Accountability Diversity

**MONTHLY REPORT OF RICHLAND COMMUNITY COLLEGE
AGREEMENTS/CONTRACTS**

AUTHORIZED BY PRESIDENT VALDEZ FOR THE MONTH OF

AUGUST 2017

- 7/17/2017 Dr. Valdez signed an Intergovernmental Agreement between Richland Community College and Illinois Department of Transportation for the Highway Construction Careers Training Program
- 07/11/2017 Dr. Valdez signed the Adult Education and Literacy Grant Agreement between the State of Illinois, Illinois Community College Board and Richland Community College
- 08/08/2017 Dr. Valdez signed the Intergovernmental Agreement between the Illinois Law Enforcement Training and Standards Board and Richland Community College for the operation of a basic law enforcement academy.

TO: Richland Community College Board of Trustees
Dr. Cris Valdez, President

FROM: Julie Melton, Executive Director, Foundation and Development 

DATE: August 3, 2017

SUBJECT: Foundation Report

This report will summarize the Annual Meeting of the Foundation Board of Directors held on August 25, 2017 and offer the Board of Trustees an update regarding recent and upcoming Foundation activities.

At their quarterly meeting, Foundation Board of Directors were presented fourth-quarter financial information showing the Foundation's assets on June 30, 2017. As of that date, total net assets were \$19,737,787.41, compared to \$18,440,182.35 on the same date the previous year. Total transfers to the College were \$1,533,444, including the transfer of \$662,226 to begin the renovation of the Carroll Center and \$682,328 in scholarships to support over 500 students.

The following fundraising dashboard with a comparison of FY15, FY16 and FY17 through June 30 was shared with the Foundation Board of Directors. This report breaks down Annual, Capital Campaign and Pledge Payments. For FY17, the Foundation has exceeded our annual goal by 34% and ahead of FY16 Annual Revenue by 20%. The number of gifts have increased by 17%, setting us up for success in FY18. With the closure of the Carroll Center campaign gift to the capital campaign & pledge payments continue to decrease – a trend we will continue to see in FY18.

FY17 Richland Community College Foundation Fundraising Dashboard *through 6/30/2017*

FY17 Annual Goal	\$568,377	YTD Goal Status	134.24%	YTD Gifts	690
YTD Actual	\$762,985	Actual/Prior Year	120%	Prior Year	592
Prior YTD Actual	\$637,484	YOY	20%	YOY	17%
	\$ Goal (Gross)	FY17 Donations	FY16 Donations	FY15 Donations	YOY
ANNUAL*	\$0.00	\$762,984.68	\$637,483.51	\$496,676.90	20%
CAPITAL CAMPAIGN**	\$0.00	\$57,377.00	\$332,265.27	\$349,852.36	-83%
PLEDGE PAYMENTS***	\$0.00	\$148,189.00	\$362,957.35	\$285,995.77	-59%
TOTAL	\$0.00	\$968,550.68	\$1,332,706.13	\$1,132,525.03	-27%

*Includes annual sources of revenue (not including capital campaign & pledge payments)

**Includes outright gifts to Carroll Center & Major Gifts Campaign

***Includes pledge payments to Endowed Scholarships, Carroll Center, Major Gifts Campaign & WDI (FY15)

At the meeting, the Board of Directors approved Matt Naber from Dunn Company as the final new Foundation Board member for a 3-year term beginning in 2017-2018. He joins Joe Brown from Brown & Brown Farms, Jim Schroeder from AG Illini Group, Jason Herman from Caterpillar & Nicole Bateman from the EDC and Inland Port. Additionally, John Waddock & Dave Koshinski were approved for a second three-year term. Committee assignments were made for the Foundation Board of Directors, including the addition of Board Development & Resource Development committees.

Brett Swallow, who most recently served a Foundation Board President retired after serving 6 years on the Foundation Board. Also retiring from the Foundation Board of Directors is Larry Foster, Gary Birschbach, Matt Bennett and Rick Moore.

The Foundation Board of Directors discussed methodology for divesting funds to pay for the obligations of the Carroll Center renovation from our three investment managers – Soy Wealth Management, Hickory Point Bank and Busey Bank. Additionally, the Board approved the Foundation's new fiscal year operating budget totaling \$1,576,307.

The Foundation reviewed and approved changes to criteria and administration of the Scherer Honors Scholarship. Changes in administration of the Schwandt Albert Professional Development Fund were presented, as well as the proposed Richland Fund for Student Success.

The Foundation Board of Directors approved the annual \$150,000 operating gift for the college, \$45,000 request for carpet replacement in the center core, and \$1,650 for the fall 2017 Student Honors Trip.

In other Foundation news, this May the Foundation was represented at 9 high school award ceremonies in the District and presented Trustee Scholarships to qualified graduating high school seniors. To date, 51 students have received this award. The Foundation has received well over 600 scholarship applications for the fall 2017 semester and has made awards to over 450 students. New applications continue to be reviewed on a weekly basis and this process will carry on into the start of the fall term.

The 2017 Scholarship Recognition Program will be held on Thursday, September 28, from 6:00 to 7:30 p.m. in the Shilling Center. The evening includes a program in the Shilling Auditorium where donors and recipients are recognized. During the reception which follows the program, students have the opportunity to personally meet and thank their donors or their donor representatives.

Save the Date

- **Farm Program Preview Party:** August 28, 6-8pm – Bistro Five Thirty Seven (Brief program at 6:30pm; Trolley ride at 6:45pm)
- **Foundation Golf Outing:** September 15, 11:00am shot gun start – Hickory Point Golf Club (Reception & Awards following)
- **Scholarship Program and Reception:** September 28, 6pm – Shilling Auditoriums
- **Joint Board Holiday Dinner:** December 12, 5:30pm – South Side Country Club

CONSENT AGENDA

**AUTHORIZATION IN COMPLIANCE WITH 5 ILLINOIS COMPILED STATUTES
120/2.06**

TO: Board of Trustees
FROM: Dr. Cris Valdez 
DATE: August 15, 2017
SUBJECT: Authorization in compliance with 5 Illinois Compiled Statutes 120/2.06
(Destruction of Closed Session Audio Recordings)

Mr. Chairman, Members of the Board, Section 120/2.06 of the Illinois Open Meetings Act states that the verbatim record of a closed session may be destroyed without notification to or the approval of a records commission or the State Archivist under the Local Records Act or the State Records Act no less than 18 months after the completion of the meeting recorded.

In addition, the Act states that the verbatim record may be destroyed only after the public body approves the destruction of a particular recording and the public body approves minutes of the closed session that complies with requirements for written minutes.

At this time, the verbatim recording of the closed session held January 26, 2016 has met the required 18-month period.

Therefore, it is recommended that the Board of Trustees authorize the destruction of the verbatim record of the January 26, 2016 closed session.

NEW BUSINESS

MINUTES of a regular public meeting of the Board of Trustees of Community College District No. 537, Counties of Macon, Christian, DeWitt, Logan, Moultrie, Piatt, Sangamon and Shelby and State of Illinois, held in Room NS121 at Richland Community College, One College Park, Decatur Illinois, in said Community College District at 5:30 o'clock P.M., on the 15th day of August, 2017.

* * *

The meeting was called to order by the Chairman, and upon the roll being called, Tom Ritter, the Chairman, and the following Trustees were physically present at said location: David Coopridner, Wayne Dunning, Jim Underwood, Bruce Campbell, Randy Prince, Dale Colee and Lee Trimble (non-voting student trustee).

The following Trustees were allowed by a majority of the Board of Trustees in accordance with and to the extent allowed by rules adopted by the Board of Trustees to attend the meeting by video or audio conference: _____

No Trustee was not permitted to attend the meeting by video or audio conference.

The following Trustees were absent and did not participate in the meeting in any manner or to any extent whatsoever: _____

The Chairman announced that in view of the current financial condition of the District, the Board of Trustees would consider the adoption of a resolution setting forth and describing in detail outstanding claims against the District, declaring its intention to issue funding bonds to pay claims against the District, and directing that notice of such intention be published.

Whereupon Trustee _____ presented and the Secretary read by title a resolution as follows, a copy of which was provided to each Trustee prior to said meeting and to everyone in attendance at said meeting who requested a copy:

RESOLUTION setting forth and describing in detail claims heretofore authorized and allowed for proper community college purposes which are presently outstanding and unpaid, declaring the intention to avail of the provisions of Article 3A of the Public Community College Act of the State of Illinois, as amended, and to issue bonds for the purpose of paying claims against Community College District No. 537, Counties of Macon, Christian, DeWitt, Logan, Moultrie, Piatt, Sangamon and Shelby and State of Illinois, and directing that notice of such intention be published as provided by law.

* * *

WHEREAS, pursuant to the provisions of Article 3A of the Public Community College Act of the State of Illinois, as amended (the "*Act*"), Community College District No. 537, Counties of Macon, Christian, DeWitt, Logan, Moultrie, Piatt, Sangamon and Shelby and State of Illinois (the "*District*"), is authorized to issue bonds to pay claims against the District; and

WHEREAS, the District has presently outstanding and unpaid claims in the aggregate amount of \$820,000 (the "*Claims*"), all of the Claims having been heretofore authorized and allowed for proper community college purposes; and

WHEREAS, there are not sufficient funds on hand and available with which to pay the Claims, and the Board of Trustees of the District (the "*Board*") has determined and does hereby determine that it is necessary and in the best interests of the District that the Claims be paid from proceeds of bonds in the principal amount of \$820,000 (the "*Bonds*"); and

WHEREAS, before the Bonds can be issued pursuant to the Act, the Board must examine and consider the Claims and must adopt a resolution declaring the Claims to be authorized and allowed for proper community college purposes, set forth and describe in detail the Claims, declare its intention to issue the Bonds for the purpose of paying the Claims and direct that notice of such intention to issue the Bonds be given as provided by law; and

WHEREAS, the Board has examined and considered the Claims:

NOW, THEREFORE, Be It and It Is Hereby Resolved by the Board of Trustees of Community College District No. 537, Counties of Macon, Christian, DeWitt, Logan, Moultrie, Piatt, Sangamon and Shelby and State of Illinois, as follows:

Section 1. Incorporation of Preambles. The Board hereby finds that all of the recitals contained in the preambles to this Resolution are full, true and correct and does incorporate them into this Resolution by this reference.

Section 2. The Claims. The Claims are set forth and described in detail on *Exhibit A* attached hereto, and it is hereby found, determined and declared that the Claims are presently outstanding and unpaid, were heretofore authorized and allowed for proper community college purposes and constitute valid and binding obligations of the District.

Section 3. Declaration of Intent; Retention of Underwriter and Approval of Bond Counsel and Disclosure Counsel. The Board does hereby (a) declares its intention to avail the provisions of Article 3A of the Act and to issue Bonds in the amount of \$820,000 for the purpose of paying the Claims, (b) retains First Midstate Inc., Bloomington, Illinois, as Underwriter or Placement Agent, as applicable, and (c) approves of Chapman and Cutler LLP, Chicago, Illinois, as bond counsel to the Underwriter or Placement Agent, as applicable, and disclosure counsel to the Underwriter, as applicable, with respect to the proposed issuance of said bonds.

Section 4. Notice of Intent. In accordance with the provisions of Section 5 of the Local Government Debt Reform Act of the State of Illinois, as amended, notice of said intention to avail of the provisions of Article 3A of the Act and to issue the Bonds shall be given by publication of such notice once in the *Herald & Review*, the same being a newspaper of general circulation in the District.

Section 5. Form of Notice. The notice of intention to issue the Bonds shall be in substantially the following form:

**NOTICE OF INTENTION OF
COMMUNITY COLLEGE DISTRICT NO. 537,
COUNTIES OF MACON, CHRISTIAN, DEWITT, LOGAN, MOULTRIE, PIATT, SANGAMON AND
SHELBY AND STATE OF ILLINOIS
TO ISSUE \$820,000 FUNDING BONDS**

PUBLIC NOTICE is hereby given that on the 15th day of August, 2017, the Board of Trustees (the "*Board*") of Community College District No. 537, Counties of Macon, Christian, DeWitt, Logan, Moultrie, Piatt, Sangamon and Shelby and State of Illinois (the "*District*"), adopted a resolution declaring its intention and determination to issue bonds in the aggregate amount of \$820,000 for the purpose of paying presently outstanding and unpaid claims against the District, all of which unpaid claims have been heretofore authorized and allowed for proper community college purposes and it is the intention of the Board to avail of the provisions of Article 3A (Sections 3A-6 to 3A-9, inclusive) of the Public Community College Act of the State of Illinois, and all laws amendatory thereof and supplementary thereto, and to issue said bonds for the purpose of paying such unpaid claims.

A petition may be filed with the Secretary of the Board (the "*Secretary*") within thirty (30) days after the date of publication of this notice, signed by not less than 9,211 voters of the District, said number of voters being equal to ten per cent (10%) of the registered voters of the District, requesting that the proposition to issue said bonds as authorized by the provisions of said Article 3A be submitted to the voters of the District. If such petition is filed with the Secretary within thirty (30) days after the date of publication of this notice, an election on the proposition to issue said bonds shall be held on the 20th day of March, 2018. The Circuit Court may declare that an emergency referendum should be held prior to said election date pursuant to the provisions of Section 2A-1.4 of the Election Code of the State of Illinois, as amended. If no such petition is filed within said thirty (30) day period, then the District shall thereafter be authorized to issue said bonds for the purpose hereinabove provided.

By order of the Board of Trustees of Community College District No. 537, Counties of Macon, Christian, DeWitt, Logan, Moultrie, Piatt, Sangamon and Shelby and State of Illinois.

DATED this 15th day of August, 2017.

Wayne Dunning
Secretary, Board of Trustees,
Community College District No. 537,
Counties of Macon, Christian, DeWitt,
Logan, Moultrie, Piatt, Sangamon and
Shelby and State of Illinois

Tom Ritter
Chairman, Board of Trustees,
Community College District No. 537,
Counties of Macon, Christian, DeWitt,
Logan, Moultrie, Piatt, Sangamon and
Shelby and State of Illinois

Section 6. Further Proceedings. If no petition signed by the requisite number of voters is filed with the Secretary of the Board within thirty (30) days after the date of the publication of such notice of intention to issue the Bonds, the Board shall, by appropriate proceedings to be hereafter taken, fix the details concerning the issue of the Bonds and provide for the levy of a direct annual tax to pay the principal and interest on the same.

Section 7. Severability. If any section, paragraph, clause or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.

Section 8. Repealer and Effective Date. All resolutions and parts of resolutions in conflict herewith be and the same are hereby repealed and that this Resolution be in full force and effect forthwith upon its adoption.

Adopted August 15, 2017.

Chairman, Board of Trustees

Secretary, Board of Trustees

EXHIBIT A

1. Taxable General Obligation Community College Bonds, Series 2017, dated May 10, 2017.
2. Harold O'Shea Builders invoice dated June 6, 2017, attached hereto.

Trustee _____ moved and Trustee _____
seconded the motion that said resolution as presented and read by title be adopted.

After a full and complete discussion thereof, the Chairman directed the Secretary to call the roll for a vote upon the motion to adopt said resolution.

Upon the roll being called, the following Trustees voted AYE: Tom Ritter, David Coopridner, Wayne Dunning, Jim Underwood, Bruce Campbell, Randy Prince, Dale Colee and the following Trustees voted NAY: _____

Whereupon the Chairman declared the motion carried and said resolution adopted, and in open meeting approved and signed said resolution and directed the Secretary to record the same in full in the records of the Board of Trustees of Community College District No. 537, Counties of Macon, Christian, DeWitt, Logan, Moultrie, Piatt, Sangamon and Shelby and State of Illinois, which was done.

Other business not pertinent to the adoption of said resolution was duly transacted at said meeting.

Upon motion duly made, seconded and carried, the meeting was adjourned.

Secretary, Board of Trustees

STATE OF ILLINOIS)
) SS
COUNTY OF MACON)

CERTIFICATION OF MINUTES AND RESOLUTION

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Trustees of Community College District No. 537, Counties of Macon, Christian, DeWitt, Logan, Moultrie, Piatt, Sangamon and Shelby and State of Illinois (the "Board"), and that as such official I am the keeper of the records and files of the Board.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Board held on the 15th day of August, 2017, insofar as same relates to the adoption of a resolution entitled:

RESOLUTION setting forth and describing in detail claims heretofore authorized and allowed for proper community college purposes which are presently outstanding and unpaid, declaring the intention to avail of the provisions of Article 3A of the Public Community College Act of the State of Illinois, as amended, and to issue bonds for the purpose of paying claims against Community College District No. 537, Counties of Macon, Christian, DeWitt, Logan, Moultrie, Piatt, Sangamon and Shelby and State of Illinois, and directing that notice of such intention be published as provided by law.

a true, correct and complete copy of which said resolution as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the location where said meeting was held and at the principal office of the Board at least 96 hours in advance of the holding of said meeting, that at least one copy of said agenda was continuously available for public review during the entire 96-hour period preceding said meeting, that a true, correct and complete copy of said agenda as so posted is attached hereto as *Exhibit A*, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the Public Community College Act of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Acts and with all of the procedural rules of the Board in the conduct of said meeting and in the adoption of said resolution.

IN WITNESS WHEREOF, I hereunto affix my official signature, this 15th day of August, 2017.

Secretary, Board of Trustees

Richland Community College
One College Park
Decatur, Illinois 62521



MEMORANDUM

BUSINESS SERVICES

To: Dr. Crist Valdez

From: Greg Florian

Date: July 26, 2017

Re: Approval for a Protection, Health, and Safety Project to replace the HVAC units in the Server Room – Main Campus Building

Server Room HVAC Replacement

The existing HVAC unit that provides the heating and cooling for the College's main campus server room has reached the end of its useful life and is experiencing more and more frequent breakdowns. Maintaining proper cooling and humidity levels in this room is critical to the on-going operations for the College's main servers. The computers housed in this space serve the operational systems for our campus' enterprise resource planning software, internet and Wi-Fi systems, and learning management system. Failure with any of these systems would cause substantial disruption of College operations. A more reliable and energy efficient system is needed to assure proper functioning of these computers.

The server room is located in the Carroll Center but is not being renovated as part of the Carroll Project. However, replacing these units in conjunction with the Carroll Center project will provide some efficiency with fewer disruptions during the larger construction project.

In order to utilize protection, health, and safety funds, State statute requires that the project is certified as meeting the requirements specified by the ICCB and that the budget is developed by a licensed professional engineer.

Architectural Expressions, LLP (AEX) of Forsyth, IL is currently providing engineering services to the College for the Carroll Center project. Administrative staff requested and received a proposal for the evaluation and design of the project at a cost of 10% of the construction cost of this project. This price includes design of the project, developing all necessary sets of bid specifications, producing cost estimates, and all basic engineering services for the duration of the project.

The scope for this project includes completely replacing the HVAC units in the server room, condensing rooftop units, piping, ductwork, and controls. Costs for providing temporary cooling and humidity in the space is also included in the project costs.

It is anticipated that the total cost for this project with engineering fees will be \$108,700. Funding for the project will be included with the 2017 tax levy. The tax levy estimated for this project is \$.0048 per \$100 EAV. This is less than \$.014 included in the 2016 PH&S levy.

It is recommended that the Board of Trustee adopt Resolution 18-1 authorizing the project and associated tax levy and authorize the administration to enter into a contract with Architectural Expressions, LLP, of Forsyth, IL. at a cost of 10 percent of the construction cost.

**RICHLAND COMMUNITY COLLEGE
DISTRICT NO. 537
ONE COLLEGE PARK
DECATUR, ILLINOIS 62521**

RESOLUTION NO. 18-1: RESOLUTION TO APPROVE PROTECTION, HEALTH, AND SAFETY PROJECT and TAX LEVY

WHEREAS, pursuant to the provisions of the statutes of the State of Illinois, Community College District #537, is authorized to complete necessary projects dealing with health or safety of students, employees or visitors; and

WHEREAS, there is a need for repair and alteration of certain facilities of Richland Community College District #537; and

WHEREAS, Section 805/3-20.3.01 of the Public Community College Act authorizes the Board of Trustees, by proper resolution which specifically identifies the projects, to use protection, health, and safety tax levy proceeds to pay for such repairs or alterations; and

WHEREAS, there are not sufficient funds available in the Operation and Maintenance Fund to complete the project and the college has no available balance of protection, health & safety monies from previous projects; and

WHEREAS, the Board has received a report from licensed professional architects and engineers certifying that the following projects at Richland Community College requires repair and alterations, as defined in ICCB Rule 1501.601; and

WHEREAS, the project recommended for repair and alterations is:

<u>Project Name</u>	<u>Budget Amount</u>
Server Room HVAC Replacement	\$108,700

WHEREAS, the Board certifies this project also meets the requirements of 805/3-20.3.01 of the Public Community College Act and is a necessary project for energy conservation, health or safety, environmental protection, or handicapped accessibility and not routine maintenance projects.

NOW, BE IT RESOLVED by the Board of Trustees of Richland Community College District #537, as follows:

1. The recitals set forth above are incorporated herein and made a part hereof.
2. The physical facilities described in the project set forth above require

alterations or repairs and are necessary to insure the structural integrity of Richland Community College facilities.

3. There are not sufficient funds available in the Operation and Maintenance Fund of Richland Community College to complete the project set forth above.
4. The Board approved the completion of the Protection, Health, and Safety project as described below:
- 5.

<u>Project Name</u>	<u>Budget Amount</u>
Server Room HVAC Replacement	\$108,700

6. The Administration is authorized to execute all documents, and to take all actions necessary, for approval and completion of these projects consistent with Ill. Rev. Stat. Ch. 122 Paragraph 103-20.301 (and all other applicable statutes) and 23 Illinois Administrative Code Section 1501.608 (and all other applicable regulations).

COMMUNITY COLLEGE DISTRICT NO. 537
OF MACON, CHRISTIAN, DEWITT, LOGAN,
MOULTRIE, PIATT, SANGAMON, AND SHELBY
COUNTIES, AND STATE OF ILLINOIS

BY: _____
Tom Ritter, Chairman

ATTEST:

Bishop Wayne Dunning, Secretary

DATE August 15, 2017 (SEAL)

To: Dr. Cris Valdez and Board of Trustees
Cc: Greg Florian
From: Joe Feinstein
Date: 8/3/2017
Re: Student Success Student Computer & Audiovisual Equipment Purchase

The Technical Services Department is seeking to purchase computer equipment for use in the newly-remodeled Enrollment Services area, as well as audiovisual equipment for the conference room & Board room that are included in the Student Success Center construction project. Specifically, we are seeking to purchase:

Large-screen displays & computers for student use in Enrollment Services areas

Laptops for advising staff who will be stationed in the central Enrollment Services area

Microphones, speakers, and other audiovisual components for the Board room & conference room

and related cables & components needed to connect these items

After determining the equipment requirements, department staff solicited pricing from multiple technology vendors. Based on the vendor responses received, **we recommend this purchase of computer & audiovisual equipment be made from CDW-G of Vernon Hills, IL, for a total purchase cost of \$38,225.38**

To: Dr. Cris Valdez and Board of Trustees
Cc: Greg Florian
From: Joe Feinstein
Date: 8/3/2017
Re: Student Success Center Data Network Equipment Purchase

The Technical Services Department is seeking to purchase network infrastructure equipment for the spaces that are included in the Student Success Center construction project. Specifically, we are seeking to purchase:

Cisco power-over-ethernet network switches

Cisco fiber optic communications modules

Cisco wireless network access points

and related cables & components needed to connect these items

After determining the equipment requirements, department staff solicited pricing from multiple technology vendors. Based on the vendor responses received, **we recommend this purchase of data network equipment be made from Presidio Corp. of Peoria, IL, for a total purchase cost of \$12,850.70**

TO: Board of Trustees
 Dr. Cris Valdez

FROM: Dr. Denise Crews, Vice President of Academic Services
 Andy Hynds, Dean of Math, Science, and Business

SUBJECT: PLC Learning Systems purchase

DATE: August 8, 2017

The purchase of two (2) portable ControlLogix PLC (programmable logic controller) learning systems is requested to replace existing trainers in the Electronics lab. Currently, the electronics lab uses the PLC 5 family of PLCs. As of this year, the PLC 5 family has become outdated enough that its creator no longer provides support.

PLC training is a required component for both the Electrical and Instrumentation specialties for the Engineering Technology degree and their related certificates. ControlLogix hardware and software are currently sold and supported by Moss Educational & Industrial Training Solutions. ControlLogix hardware and software have become the new standard in local industry. There is a significant difference in both hardware and software from the PLC 5 family to the ControlLogix family. The ControlLogix PLC units are complete training units with interactive media support to guide students as they work. The ControlLogix family of PLC units are utilized in many local industries, and around the world. Having the skills to understand and apply ControlLogix hardware and software is a marketable skill that our students need. Two units are needed in order to provide enough usage for the typical enrollment in an Electronics course during class time.

Funding is available from the FY18 Carl D. Perkins federal grant.

The provided quote includes both shipping and installation.

Quantity	Model No.	Description	List Price	Total Price
1	990-PAB53A	Portable PLC Learning System – AB CompactLogix L16	\$16,575.00	\$33,150.00
			Total	\$33,150.00

Therefore, it is recommended that the Board of Trustees approve the purchase of the portable PLC learning system as noted above from Moss Educational & Industrial Training Solutions at a price of \$33,150.00.

TO: Board of Trustees
FROM: Cris Valdez *CV*
DATE: July 18, 2017
SUBJECT: Macon County Law Enforcement Training Center

Mr. Chairman, members of the Board, attached is the Intergovernmental Agreement between the Illinois Law Enforcement Training and Standards Board and Richland Community College for the Operation of a Basic Law Enforcement Academy at the Decatur Training Facility.

The agreement has been signed and is presented for your consideration and approval.

Therefore, it is recommended that the Board of Trustees approve the Intergovernmental Agreement between the Illinois Law Enforcement Training and Standards Board and Richland Community College for the Operation of a Basic Law Enforcement Academy at the Decatur Training Facility, as presented.

Copy

INTERGOVERNMENTAL AGREEMENT between
THE ILLINOIS LAW ENFORCEMENT TRAINING AND STANDARDS BOARD and
RICHLAND COMMUNITY COLLEGE for
THE OPERATION OF A BASIC LAW ENFORCEMENT ACADEMY at the
DECATUR TRAINING FACILITY

The Illinois Law Enforcement Training and Standards Board, referred to as Board, seeks to collaborate with Richland Community College, referred to as College, to develop and operate a basic recruit law enforcement academy in at the Board's Decatur Training Facility, located in Decatur, Illinois. In furtherance thereof, the parties state their intention to adhere to the following recitals and agreements:

WHEREAS, Richland Community College is an accredited, state supported two-year public college organized under the Illinois Public Community College Act governed by a Board of Trustees. With a focus on workforce development, Richland is recognized in Central Illinois for attracting successful professionals to serve as instructors for students seeking career building skills and professional proficiency.

WHEREAS, the Illinois Law Enforcement Training and Standards Board is the state agency mandated to promote and maintain a high level of professional standards for law enforcement and correctional officers. Its purpose is to promote and protect citizen health, safety, and welfare by encouraging municipalities, counties, park districts, universities, and other local governmental agencies of this state in their efforts to upgrade and maintain a high level of training and standards for law enforcement personnel. Responsibilities of the Board include developing and providing quality training and education, setting standards, aiding in the establishment of adequate training facilities, administration of the State Certification examination, certification and decertification of law enforcement officers and maintenance of such records. Additionally, the Board provides financial assistance to cover the costs of training when available.

WHEREAS, the Board approved Basic Law Enforcement curriculum consists of 560-hours of academy oversight and training in nine unique categories including:

- Administrative
- Law for Police
- Patrol Investigation
- Police Officer Wellness
- Police Function & Human Behavior
- Foundations of Law Enforcement
- Traffic Regulation
- Patrol Procedures
- Police Proficiency

Each category has multiple instructional modules that contain the minimum required foundational information for each topic.

WHEREAS, the State Certification examination is administered to all recruit law enforcement officers who successfully complete the basic law enforcement officers training course at a state certified academy. Board staff has full responsibility for the administration of this examination.

WHEREAS, the Illinois Law Enforcement Training and Standards Board seeks the operation of a new law enforcement training academy (Academy) in Decatur, Illinois. The Howard G. Buffett Foundation (HGBF) pledged funding toward construction of a new facility. On completion, the facility will become a State of Illinois facility owned and managed by the Board. The approximately 46,000 square foot training facility is located on five acres on U.S. Route 51 South and Grove Road. It contains an administration building, scenario-based training rooms, traditional classrooms, firing range, and a two-

story residential facility for recruits, instructors, and others attending specialized courses. Construction of the facility is expected to be completed in Fall 2017.

WHEREAS, the facility's infrastructure will create a state-of-the-art learning environment for basic law enforcement recruit training, scenario-based training, and other specialized training activities to ensure recruits are provided with multiple and diverse learning opportunities accomplished through well-designed curriculum and a continual evaluation process, incorporating:

- Indoor shooting range
- Indoor/outdoor recreational facilities
- Traditional and Electronic classrooms
- Scenario-based classrooms
- Residential facility

WHEREAS, the College's instructional process for the academy will provide a standardized instructional platform to ensure all of the Board's minimum standards for training are realized and/or exceeded and encourage instructors to meet established standards and revise, update, or otherwise modify the training content.

WHEREAS, training curricula developed by College staff and/or subject matter experts will follow the Board's minimum standards, and the adult learning standards of the College. The academy curriculum for individual courses will minimally consist of a course lesson plan and student handout. The Board's standards are attached hereto as Exhibit "A."

WHEREAS, the College's law enforcement training academy will strive to be a nationally recognized institution and will create a blended learning environment that employs current, tested and accepted instructional methods based on various learning styles. The academy will incorporate:

- Traditional Classroom Lessons: Recruits will experience traditional classroom instruction that may include lecture, guest speaker, instructor- and student-led presentation, workgroup, discussion, subject matter expert panel, demonstration, case study, and other delivery methods.
- Integrated Exercises and Scenario-Based Training: Throughout the academy, the integration of practical scenarios will include realistic exercises to challenge the recruits in several topical areas. Each individual scenario will evaluate the recruit in terms of student performance objectives.
- Technology: The academy will employ a variety of technologies in the classroom such as simulation, electronic presentations, video, web-based curricular activities, webinars, and others.
- Instructional Methods: College staff and hourly instructors will be required to participate in an instructor development seminar that addresses curriculum design, instructional delivery, and learning methods. The seminars will be created by and shall be under the supervision of the College.

- Research and Development: The academy, along with other academic departments and organizations of the College may author grant proposals and conduct scholarly research dedicated to criminal justice and other relevant areas of interest.
- Other Curricular Activities: In addition to a basic recruit training facility, the College may provide advanced and specialized training for public safety personnel including in-service training and professional development courses with the Board's approval. Richland Community College's academic departments may have access to the facility for evening and weekend courses. As the academy operator, the College may offer various fee-based specialized courses that are optional to basic recruits, namely: Patrol Rifle Operator, Police Spanish, TASER instruction, and Juvenile Specialist. Such courses must comply with the Board's policy regarding mobile training unit (MTU) hosting options and if applicable, must be conducted in conjunction with an MTU.

NOW THEREFORE, in accordance with the above recitals, the parties hereby agree to the following terms and conditions in furtherance of the stated purpose:

A. Board Responsibilities: The Illinois Law Enforcement Training and Standards Board hereby agrees to comply with the following requirements and guidelines:

1. The Howard G. Buffett Foundation: The Board shall act as the single point of contact with the HGBF for all matters concerning the facility. The Board shall serve in this capacity with Richland Community College, all staff and personnel affiliated with the academy.

2. Exclusive Office Space: The Board agrees to provide adequate space for offices, work functions, storage, and parking to the College. As operator of the academy, the College shall have exclusive access to two (2) private offices and two (2) cubical workstations within the training facility, with additional, non-exclusive space to be provided upon availability. The Board will maintain a presence within the training facility. All remaining sections including common areas are available to the College during the operation of a basic academy or other sponsored event.

3. Educational and Training Space: The facility will have several different forms of education and training space, including large and small classrooms, physical skills areas, scenario rooms, and a firearm range. The Board will provide these spaces for operation of the BLE academy as needed and the College will have a right to utilize and occupy the spaces in accordance with the Board's facility management schedule. Upon approval of the Board, the College will be permitted to install fixtures and make improvements as necessary.

4. Capital Improvements: The Board will be responsible for all capital improvements. A capital improvement is defined as is the addition of a permanent structural change or the restoration of some aspect of a property that will either maintain or enhance the property's overall value, increases its useful life or adapts it to a new use (i.e. roof replacement).

5. Compensation - Direct Tuition Reimbursement: Under the Police Training Act and the corresponding administrative rules, the Board is charged with reimbursing a portion of the training costs that a public entity incurs when a newly hired officer attends basic law enforcement training. The Board has worked with other institutions that operate police academies to provide a system of "direct tuition reimbursement" that assigns a public agency's right of reimbursement to the institution operating the academy

and allows the Board to administer funds directly to the academies upon an officer's successful completion. In accordance with past practice and agreements with other academies, the Board may provide tuition payments directly to the College rather than operate under the reimbursement structure that provides funding to employing agencies responsible for training payments. The Board agrees to provide direct tuition reimbursement to the College upon record of an eligible officer's completion and the Board's receipt of an invoice. If an officer or agency is ineligible for reimbursement, the College may seek payment directly from the responsible agency. The Board and the College shall meet annually to review and discuss tuition amounts for each upcoming year. The general operating budget for the academy must be reviewed and approved by the Board before any tuition changes may take effect. Any significant deviations from an approved budget must be approved by the Board. The provisions of this section shall be subject to the appropriation of adequate funds to the Board by the General Assembly. Failure to issue payment in accordance with this section due to a lack of appropriation shall not be considered a breach by the Board, shall not be grounds for termination, and shall provide no immediate remedies to either party. In such instance, and upon proper notice to the Board, the College is free to exercise its contractual rights of collection against participating law enforcement agencies pursuant to any pertinent enrollment agreement between the College and the employing agency.

6. Insurance: The Board, as an entity of the state, is self-insured. It will be responsible for maintaining property insurance sufficient to cover all associated operations in accordance with State of Illinois principles and practices.

7. Shooting Range: The Board will be responsible for maintaining certification for the range.

B. The College's Responsibilities: The Trustees of the Richland Community College Board of Directors hereby agree to comply with the following requirements and guidelines:

1. Occupancy: The Board seeks to have the College become the "Primary Occupant" of the facility. This will place the College in a priority status above other occupants and will allow the College to have prominent signage, priority scheduling, and principal use of the facility, notwithstanding the forgoing.

2. Academy Branding: The College may brand the academy with its identity including official College logos and colors, and an academy logo. Upon permission of the Board, certain branding items may be utilized and incorporated to the Decatur Training Facility.

3. Academy Operations: The College will be responsible for all elements of management, oversight, and liability for conducting a basic law enforcement academy that complies with all established ILETSB standards. This academy will be residential and require students to reside at the facility during weekdays when classes are scheduled. Students will also require meals to be provided by the College when they are required to be at the facility. As reasonable, the College will notify the Board prior to any public meetings in which the College's relationship with the academy will be discussed.

4. Academy Operations Personnel: In accordance with the Police Training Act, the Board must approve the hiring of any specific individual to serve as academy director. Therefore, the Board and the College will jointly approve the academy director. The academy director will be an employee of the College reporting directly to the Vice-President of Academic Services. The academy director and Director of the Illinois Law Enforcement Training and Standards Board will serve as the primary contacts between the

Board and the College. The academy director will be on-site at the training facility when classes are in session. The College may employ all other full-time and part-time staff necessary for the successful operation of the basic law enforcement academy. This may include an assistant director, clerical support staff, contractual instructors, and other personnel as deemed necessary. All executive staff, full, and part-time instructors shall be selected by, and under the direct supervision and control, of the Academy Director.

5. Academy Management: The College will act as the principal manager of the academy and will coordinate with the Board, and all other occupants to ensure that all basic services and maintenance of the training facility are being provided.

6. Programs and Services: As academy manager, the College will coordinate all academy functions to be provided at the facility. This will require schedules and planning materials for events scheduled to be provided by the College and other potential occupants. As such, the College must provide any scheduling information upon request. College acknowledges that the Board manages the facilities and may conduct and approve other trainings and functions at the training facility at its discretion.

7. Interior Maintenance: The College will be responsible for all interior maintenance including but not limited to janitorial services, trash, and refuse collection, regular HVAC and plumbing maintenance and repairs to the residential, training, and administration facilities.

8. Exterior Maintenance: The College will be responsible for all non-capital improvement exterior maintenance including but not limited to lawn care, landscaping, snow removal to the residential, training, and administration facilities.

9. Shooting Range: The College will be responsible for lead abatement for the shooting range.

10. Technology and Equipment: The College will be responsible for all College -related technology including communications infrastructure (i.e. Internet and telephone), software, desktop and/or laptop computers, and other related items.

C. Terms and Conditions: In addition to the above, the parties hereby agree to the following general terms and conditions:

1. Intellectual Property Ownership: Any information, know-how, data, results and inventions, and any associated intellectual property, that is made, discovered, created, invented or generated by the College or its Affiliate in any activities or work under this Agreement shall be owned by the College. Any such information regarding the design, layout, construction, and general schematics of the Decatur training facility, shall be owned by the Board. Any information related to the Basic Law Enforcement curriculum shared with the College shall also remain under the ownership and control of the Board.

2. Term and Termination: This Agreement shall have an initial term of three (3) years from the date of execution, unless terminated:

- a) Termination for Convenience: The College may, for its convenience and with 270 days prior written notice to Board, terminate this contract in whole or in part and without payment of any penalty or incurring any further obligation to the Board. The College shall be entitled to compensation upon submission of invoices and proof of claim for supplies and services provided in compliance with this contract up to and including the date of termination. The Board may, for

its convenience and with 270 days prior written notice to College, terminate this contract in whole or in part and without payment of any penalty or incurring any further obligation to the College. The Board shall be entitled to compensation upon submission of invoices and proof of claim for supplies and services provided in compliance with this contract up to and including the date of termination.

- b) Termination for Cause: The College may, for cause and with 120 days prior written notice to Board identifying such cause, terminate this contract in whole or in part and without payment of any penalty or incurring any further obligation to the Board. The College shall be entitled to compensation upon submission of invoices and proof of claim for supplies and services provided in compliance with this contract up to and including the date of termination. The Board may, for cause and with 120 days prior written notice to College identifying such cause, terminate this contract in whole or in part and without payment of any penalty or incurring any further obligation to the College. The Board shall be entitled to compensation upon submission of invoices and proof of claim for supplies and services provided in compliance with this contract up to and including the date of termination.
- c) Availability of Appropriations: The financial obligations of this agreement are contingent upon and subject to the availability of funds. The Board, in its sole option, may terminate or suspend this Agreement, in whole or in part, without penalty or further payment being required, if (1) the Illinois General Assembly or other funding source fails to make an appropriation sufficient to pay such obligations, or if funds needed are insufficient for any reason. The College will be notified in writing of the failure or reduction of the appropriation.

Upon termination of this Agreement, the College shall surrender, to the Board, copies of any and all books, records, documents and other property in the possession of the College relating to this Agreement.

3. No Consequential Damages: Neither the College nor any of its affiliates shall be liable for indirect, incidental or consequential damages suffered by the Board. Correspondingly, neither the Board nor any of its affiliates shall be liable for indirect, incidental, or consequential damages suffered by the College.

4. Governing Law: This agreement shall be governed by and construed in accordance with the laws of the State of Illinois.

5. Notices: All correspondence or notices required or permitted to be given under this Agreement shall be sent by mail, facsimile, electronic mail or delivered by hand at the following addresses:

If to the Board: Mr. Brent Fischer, Executive Director
Illinois Law Enforcement Training and Standards Board
4500 S. Sixth Street Road, Room 173
Springfield, IL 62703

If to the College: Mr. Greg Florian
Vice President of Finance and Administration
Richland Community College
One College Park Drive
Decatur, IL 62521

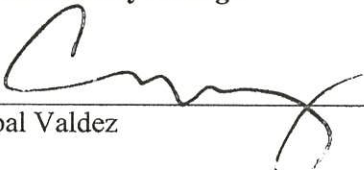
6. Entirety: This Agreement constitutes the entire agreement between the parties with respect to the subject matter contained herein and it supersedes all prior written or oral agreements and undertakings with respect to such subject matter.

7. Assignment and Amendment: Neither party shall be entitled to assign its rights and/or obligations under this Agreement unless the prior written consent of the other party has been obtained. This Agreement shall not be amended, supplemented or modified without written consent of both parties.

8. Waiver and Severability: The failure of either party to enforce any term of this Agreement shall not act as a waiver. If any provision of this Agreement is held to be void or unenforceable, the validity and enforceability of the remaining provisions herein shall remain unaffected.

D. Execution: This agreement shall become effective upon execution by the below individuals on behalf of the respective parties:

**Board of Trustees of
Richland Community College**

By: 
Mr. Cristobal Valdez
President

Date: AUGUST 8, 2017

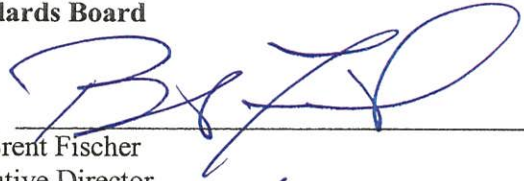
By: _____
Mr. Greg Florian
Vice President of Finance and Administration

Date: _____

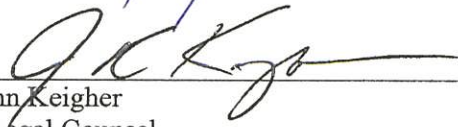
By: _____
Mr. Tom Ritter
Chair

Date: _____

**Illinois Law Enforcement Training and
Standards Board**

By: 
Mr. Brent Fischer
Executive Director

Date: 8/8/17

By: 
Mr. John Keigher
Chief Legal Counsel

Date: 8-8-17

By: _____
Mr. John Krein
Chief Fiscal Officer

Date: _____

Exhibit A

ILETSB: Basic Law Enforcement Curriculum

560 Hour – June 2017

- I. Administrative
 - A. Academy Director's Administrative Time
 - B. Course Orientation and Administrative Tasks
 - C. Examinations
 - D. Critiques and Instructional Evaluation
 - E. Graduation

- II. Foundations of Law Enforcement
 - A. Theories of Crime/Index Crime
 - B. Orientation to the Criminal Justice System
 - C. Neighborhood/Community Profiles
 - D. Social Media Relations/Public Relations
 - E. Police Community Relations
 - F. Procedural Justice

- III. Law
 - A. Case Preparation and Courtroom Testimony
 - B. Civil Rights and Civil Liability
 - C. U.S. Constitutional Authority
 - D. Criminal Offenses in Illinois
 - E. Citizen Handgun Ownership: Concealed Carry
 - F. Illinois Vehicle Code and Bail Rule
 - G. Juvenile Law and Processing
 - H. Laws of Admission
 - I. Laws of Arrest, Search and Seizure
 - J. Rights of the Accused
 - K. Rules of Evidence
 - L. Use of Force

- IV. The Police Function and Human Behavior
 - A. Neurobiology of Trauma and PTSD
 - B. Child Abuse, Neglect and Abduction
 - C. Elder Abuse and Neglect
 - D. Communication in the Police Environment
 - E. Crisis Intervention/Disturbance Calls
 - F. Crowd Behavior/Civil Disorder
 - G. Interacting with Persons with Disabilities
 - H. Crime Victims and Their Rights
 - I. Mental Illness and Non-Normative Behavior
 - J. Investigating Animal Abuse
 - K. Domestic Violence
 - L. Gangs
 - M. Ethics

- V. Patrol
 - A. Crimes in Progress
 - B. Crime Prevention
 - C. Drug Enforcement
 - D. Fundamentals of Report Writing
 - E. Homeland Security Orientation
 - F. Emergency Management/Critical Incident Response
 - G. Patrol Procedures
 - H. Vehicle Stops and Occupant Control

- VI. Patrol Investigation
 - A. Crimes Against Persons
 - B. Missing Persons
 - C. Crimes Against Property
 - D. Crime Scene Identification
 - E. Arrest, Booking, and Detention/Facility Procedures
 - F. Fingerprinting--Rolled Impressions
 - G. Fundamentals of Investigation
 - H. Identification Procedures
 - I. Interviewing Victims and Witnesses
 - J. Interrogation of Suspects
 - K. Motor Vehicle Theft
 - L. Service Calls
 - M. Sexual Assault Investigation

VII. Traffic

- A. Field Sobriety Testing
- B. Traffic Crash Investigation
- C. Hazardous Materials Awareness
- D. Traffic Direction

VIII. Police Proficiency

- A. Control and Arrest Tactics
- B. Firearms: Orientation and Safety
- C. Firearms: Weapons Care and Maintenance
- D. Firearms: Training
- E. Firearms: Night Shooting
- F. Firearms: Shotgun
- G. Firearms: Off Duty Considerations
- H. Firearms: Record Firing
- I. Firearms: Decision Making/Situational Shooting
- J. Initial Medical Response (1st Aid/CPR/AED/Narcan)
- K. Law Enforcement Driving
- L. Physical Skills and Personal Fitness

IX. Police Officer Wellness

- A. Officer Wellness and Wellness Lab
- B. Stress Management and Lab

BOARD POLICIES, PROPOSALS, AND CHANGES

TO: Board of Trustees and Cris Valdez
FROM: Greg Florie *Greg Florie*
DATE: July 31, 2017
SUBJECT: Board Policy Section 2 and Section 5

Mr. Chairman, Members of the Board, review the Board Policy Manual occurs on a regularly scheduled basis. The review of Section 2 has been completed and proposed changes are highlighted below. The majority of the changes to Section 2 are the result of clean up and adding appropriate citations to the Public Community College Act. The one exception relates to the travel area, which new statutes required substantial modifications in order to be in compliance.

Section 5.18 Liquor Control- Delivery of Alcoholic Beverages is an entirely new section. Recent legislation requires colleges and universities serving and selling alcoholic beverages to establish policy and procedures to assure compliance. This new section meets the requirements of the act.

Section 2 and Section 5.18 of the Board Policy Manual is presented for the second reading. No action is required at this time.

The following notes the sections in Section 2 that have been modified or added:

Section 2.1.5 Annual Audit – Adds reference to Public Community College Act, States that the financial statements must be in accordance with Generally Accepted Accounting Principles (GAAP),

Section 2.1.8 Payment of Bills - Adds reference to Public Community College Act,

Section 2.1.10 Proper Execution of Transactions and Events – Deletes two prohibitions that are covered in other sections,

Section 2.2.4 Bond and Interest Fund – Formatting change,

Section 2.2.7 Working Cash Fund - Adds reference to Public Community College Act,

Section 2.3.3 Investment Instruments – Changes reference to bond rating services, deletes reference to savings bank and saving and loan associations,

Section 2.3.4 Diversification – Deletes reference to Savings & Loan, formatting correction,

Section 2.3.8 Management of Program – Adds clarifies Wire Transfer “agreements”,

Section 2.3.12 Reporting – Modifies reports for investments to a minimum of quarterly and the amount of data reported,

Section 2.4 Travel and Associated Expenses – Removes previous subsections and replace with new sections to meet new statutory requirements. This includes limits on travel expenditures, items that can be reimbursed, approval of travel expenditures,

Section 2.4.2 Safety and Security – Corrects reference to Public Community College Act, adds reference t Clary Act and Violence Against Women Act,

Section 2.5.4-6 Moving Expenses – Changes section numbering, adds general titles and removes specific position titles,

2.5.2-7 Meetings and Official Functions – Changes Section numbering, modifies to align with new travel policy by eliminating references to conferences and workshops, entertainment, and lodging and transportation,

2.5.G.2 Official Functions – clarifies that dues to associations for individual employees are not allowed unless it provides a benefit to the College,

2.5.3 Student Assumption of Risks during College Travel – Clarifies the type of trips and activities covered under this section to match recent trips,

Section 2.6.1 Purchase of Supplies, Materials, and Equipment – Restricts contracts to be signed only by the President or appropriate Vice President,

Section 2.6.2 Use of College Credit Cards – Corrects cite from Public Community College Act

Section 5 is a new section. The attachment includes those sections that are being changed or are new.

2.1 FINANCIAL POLICIES - ~~7/15/08~~ 2/1/2017

2.1.5 Annual Audit

As provided in the Public Community College Act (110 ILCS 805/3-22.1, the College shall contract with a certified public accounting firm for the purposes of conducting an independent annual College audit. The audit shall be conducted in accordance with generally accepted auditing standards and regulations prescribed by the Illinois Community College Board. The financial statements shall be presented in accordance with generally accepted accounting principles and shall be published annually.

2.1.8 Payment of Bills

The Board of Trustees shall authorize the establishment of revolving funds to be used for the purpose of paying the bills of the College. Such revolving funds shall comply with the Illinois Public Community College Act ~~(Act (110 ILCS 805/3-27).~~

All payments made on behalf of the District shall be presented to the Board of Trustees for ratification at its next regular meeting. Ratification shall be by roll call vote (Ill. Rev. Stat., Ch. 122, Par. 103-27).

2.1.10 Proper Execution of Transactions and Events

No employee shall engage in financial transactions on behalf of the College without proper authorization and the approval of the appropriate supervisor or budget manager in advance and in accordance with established procedures. This prohibition includes but is not limited to the following transactions:

- ~~-executing contracts~~
- ~~-authorizing charges or establishing charge accounts~~
- conducting sales
- direct invoicing
- receiving payments
- ordering or purchasing supplies and materials
- renewing or initiating subscriptions or memberships
- making travel registrations or reservations

2.2 FUNDS**2.2.4 Bond and Interest Fund**

The Bond and Interest Fund is used for the purpose of payment of principal, interest and related charges on any outstanding general obligation bonds or other similar debt instrument.

Any surplus of funds remaining after a debt has been ~~and~~ defeased may be used for purposes similar to the debt obligation.

2.2.7 Working Cash Fund

The Working Cash Fund may be established by resolution of the Board of Trustees for the purpose of enabling the Board to have on hand at all times sufficient cash to meet the demands for ordinary and necessary expenditures.

In accordance with the Illinois Public Community College Act (110 ILCS 805/3-33.2-33.3, bBonds may be issued in an amount or amounts not to exceed at any one time 75% of the total taxes from the authorized maximum rates for the Educational Fund and the Operations and Maintenance Fund combined, plus 75% of the last known entitlement of the College to taxes imposed to replace revenue lost as a result of the abolition of ad valorem personal property taxes as provided by law. These bonds may be issued by resolution of the Board of Trustees without voter approval.

2.3 BANKING AND INVESTMENTS**2.3.3 Investment Instruments - 11/15/11**

The College may invest in any type of security allowed by the Public Funds Investment Act (30 ILCS 235/2) of the State of Illinois and may be amended from time to time.

A. The College has chosen to limit its allowable investments to those instruments listed below:

8. Commercial paper meeting the following requirements:

- a. The corporation must be organized in the United States.
 - b. The corporation's assets must exceed \$500,000,000.
 - c. The obligations at the time of purchase must be rated within the two highest classifications by ~~at least two of the four standard rating services~~ either of the following financial rating services; (Standard and Poor's or, Duff and Phelp's, Moody's, and Fitch ratings) a recognized rating service.
- B. Investments may be made only in ~~these savings banks or savings and loan associations~~ banks, the shares or investment certificates of which are insured by the Federal Deposit Insurance Corporation.
- C. Investment products that are considered derivatives are specifically excluded from approved investments.

2.3.4 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, and third-party intermediary. Not more than 75% of the funds available for investment may be placed in a single allowable investment instrument or with a single investment entity (Bank, ~~Savings & Loan~~, Illinois Funds, Intermediary.)

2.3.7 Qualified Financial Institutions and Intermediaries

C. Intermediaries

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

1. Shall provide wire transfer, automated clearinghouse, and deposit safekeeping services.
2. Shall be a member of a recognized U.S. Securities and Exchange Commission ~~Self Regulatory~~ Self-Regulatory Organization such as the New York Stock Exchange, National Association of Securities Dealers, Municipal Securities Rule Making Board, etc.

2.3.8 Management of Program

- A. 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:

1. College Treasurer
2. Director of Accounting
3. Director of Budgeting.

These documents include

1. Wire transfer agreement

2.3.12 Reporting

The Treasurer shall submit to the Board of Trustees, at least quarterly, an investment report which shall include information regarding securities. ~~in the portfolio by class or type, book value, income earned, and market values as of the report date.~~

~~Generally Accepted Accounting Principles shall be used for valuation purposes. The report shall indicate any areas of policy concern and planned revision of investment strategies.~~

2.4 RISK MANAGEMENT

2.4.2 Safety and Security

The College will comply with federal and state laws and mandates regarding safety and security. To carry out the appropriate safety and security measures, the Board may

authorize College safety personnel to use the powers established in The Public Community College Act (110 ILCS 805 Section 3-42.13-3).

The President or designee is authorized to establish procedures for security operations to include the assignment of responsibilities regarding the following:

- Safety and security of students, employees and visitors
- Student Right to Know Law/Campus Security Act
- Occupational Safety and Health Act (OSHA)
- Civil emergency/disaster assistance
- Clary Act
- —Violence Against Women Act—
- —

2.4 TRAVEL AND ASSOCIATED EXPENSES - Revised 8/21/90

~~Employees and students must have their travel and related estimated expenses pre-approved by an appropriate administrative[GF1] officer. The Administrative Officers of the College are authorized to determine travel requirements for professional development and training workshops, conferences, conventions, and routine official College business.~~

~~The Board charges the College administration with the responsibility to develop and administer appropriate guidelines, regulations, and procedures.~~

The College will comply with state laws that regulate reimbursement of all College Board member, administrator and employee travel expenses as set forth in The Illinois General Assembly Public Act 99-0604 and The Public Community College Act 110 ILCS 805 as set forth below:

2.5.1 Definitions

"Travel" means any expenditure directly incident to official College business travel by Board members, administrators, officers or employees of the College involving reimbursement to travelers or direct payment

to private agencies providing transportation or related services.

"Entertainment" includes but is not limited to, shows, amusements, theaters, circuses, sporting events, or any other place of public or private entertainment or amusement, unless ancillary to the purpose of the program or event.

2.5.2 Reimbursable Rates

The Board shall annually approve a schedule of maximum allowable travel expenses for the upcoming calendar year no later than December 31 of each year.

The College shall reimburse permitted travel expenses as set forth below.

Maximum Reimbursable Rates for Transportation	
Air Travel	Lowest reasonable rate
Auto	IRS Standard Mileage Rate at time of reimbursement
Rental Car	Lowest reasonable rate
Rail or Bus	Lowest reasonable rate
Taxi, Shuttle, Rideshare or Public Transportation	Actual reasonable rate

Maximum Reimbursable Rates for Meals	
Breakfast	\$12.00
Lunch	\$20.00
Dinner	\$35.00

Maximum Reimbursable Rates for Lodging	
Major Metropolitan Areas	\$300.00
Other Locations	\$190.00

2.4.3 Reimbursement Request Form

The College shall only approve reimbursement of expenses upon submission of the College's Reimbursement Request Form. All documents and information submitted are public records subject to disclosure under the Freedom of Information Act, unless otherwise protected under that Act.

2.4.4 Entertainment Expenses

The College shall not reimburse any Board member, administrator, officer or employee of the College for entertainment expense unless such expense is ancillary to the purpose of the program or event.

2.4.5 Board Approval of Certain Reimbursable Expenses

The following expenses for travel, meals, and lodging may only be approved by a roll call vote at an open meeting of the Board of Trustees of the College:

- a. Any reimbursable expense of a College administrator, officer or employee that exceeds the maximum allowed under the regulations adopted under section 2.5.2 of this policy.
- b. Any reimbursable expense of a member of the Board of Trustees of the College.
- c. Any other reimbursable expenses because of emergency or other extraordinary circumstances.

2.5.4-6 Moving Expenses

Newly employed full-time administrators and full-time faculty members may be partially reimbursed for actual expenses incurred when moving into the Richland Community College District.

The College will reimburse an employee for actual moving costs incurred up to a maximum of \$1,500.00. Reimbursement will be allowed up to 1 year of initial employment with the College. Relocation expenses for a newly employed chief executive officer will be determined by the Board of Trustees.

Relocation expenses for chief operating officers/vice presidents (~~finance and administration, instruction, workforce and economic development, and student and academic services~~) will be determined by the College President in consultation with the Board of Trustees, but in no case, shall exceed the actual cost of moving plus \$750 in mileage and lodging expense incurred while selecting a residence in Community College District 537.

2.5.2-7 Meetings and Official Functions

Expenditures for ~~conferences, workshops, meetings,~~ events, or other official functions may be paid for with College funds provided that those functions support the purposes and mission of the College. The College President or the Vice Presidents shall, in advance, approve all expenditures for these purposes. Authorized expenditures are categorized as follows:

A. Official Institutional (In House) Committees and Advisory Groups

Working luncheons and dinners, for a restricted number of staff members, internal committees, and advisory groups who are required to attend essential meetings during a meal period or outside of normal duty hours.

B. Official External Committees, Advisory Groups, and Guests

1. Meals, ~~and entertainment~~ for unpaid educational advisory groups from area business, industry and the private sector, and appropriate staff members who are required to attend advisory meetings.

2. Meals ~~lodging, and transportation and entertainment~~ for state officials, representatives of accrediting agencies, official guests of the College and appropriate staff members when required to attend these functions.

F. Miscellaneous

G. In no case will Official Function Expenditures be permitted for:

1. Expenses for employees related to membership in local clubs, social or private community organizations. Although the College does support participation of the faculty and staff in charitable and service organizations, the membership expense is an individual responsibility.

2. Dues for individual employees to professional organizations. However, when the College may receive the same benefits through an individual membership for an employee, the expense may be approved as a College expense.
3. Meals and other expenses for meetings and/or events that are personal in nature that will result in little or no value to the institution.

2.5.3 Student Assumption of Risks during College Travel

Students are authorized to travel on approved College-sponsored trips. Each student participating shall indemnify the College against any and all claims for loss, damage, or injury that may result from such participation. The Office of Finance and Administration is assigned responsibility for developing and maintaining appropriate procedures. College-approved trips would include activities such as the following:

- A. Student and Class-Field Trips
- B. Student Senate Leadership Conferences
- C. ~~Class Field Trips~~
- D. Study Abroad
- ~~D.E. College sponsored trips~~

2.6 PURCHASING

2.6.1 Purchase of Supplies, Materials, and Equipment

The College will provide needed supplies, materials, equipment and contracts for work to support the educational programs of the College District through the use of sound, efficient, and effective purchasing procedures that are in compliance with The Public Community College Act and Administrative Rules of the Illinois Community College Board.

All purchases and other procurements of equipment or services shall be processed through the College's central purchasing system. All decisions in awarding contracts or purchases shall be made without prejudice or favoritism.

Awards shall be made on the objectively determined merits of each acquisition action such as vendor compliance with specifications, compatibility of the item, price, delivery deadline, service, and other terms and conditions. No employee shall knowingly commit the College to any purchase or agreement that would result in a conflict of interest. Accordingly, no purchase contract or order shall be executed with a person or entity having influence over the purchase or procurement decision.

The Board authorizes the College President or designee appropriate Vice President to award contracts in accordance with the Illinois Public Community College Act (110 ILCS 805/3-27.1-2). The Board charges the Administration with the responsibility and delegates the Administration the authority to develop appropriate guidelines, regulations and procedures to implement this policy.

2.6.2 Use of College Credit Cards

Credit cards that obligate the College may be issued, upon approval, to College employees in accordance with the Illinois Public Community College Act (110 ILCS 805/27 (b)). ~~3-7~~.—College credit cards may be used only for purchases that are consistent with the College's purchasing policies and procedures. In particular, credit cards may not be used to circumvent College purchasing procedures and may not be used for personal expenditures. The Office of Finance and Administration is responsible for developing the appropriate procedures for the use of College Credit Cards.

2.6.3 Contract Approval - Revised 1/16/90

The Board of Trustees has ultimate responsibility and authority for all fiscal affairs and contractual obligations of the College District. On some matters the Board of Trustees reserves final authority; however, certain, clearly defined, contractual matters are delegated to the College President or designee(s) only for review, evaluation, and execution in the interest of efficient operations.

Contracts of less than five (5) years' duration or not requiring a sealed bid per the Illinois Public Community College Act may be processed and executed

administratively without individual approval by the Board of Trustees. All contracts in excess of five (5) years' duration or requiring a sealed bid process will be presented for approval by the Board of Trustees.

The guidelines regulating the processing of contracts are based upon the requirements of the Illinois Public Community College Act (110 ILCS 805/3-27.1 and 3.38) dealing with leases and related contractual matters and with bidding requirements.

2.7 PHYSICAL PLANT AND FACILITIES

2.7.2 Property Control

A current and accurate accounting of all inventoried assets shall be maintained by the Office of Finance and Administration. Periodic audits of this inventory shall be conducted. Each division, department, or individual custodian of College equipment or other assets is responsible for safe-guarding and certifying inventory balances and will maintain accountability for such items.

College assets shall be used for College activities unless specific prior approval is given by the President or designee.

Approved employee use of College assets or equipment shall be taxable to the employee in accordance with IRS rules and regulations.

The Board of Trustees authorizes the College President or designee to dispose of any excess District personal property with an estimated market value of less than \$5,000, and not needed for community college purposes, in accordance with the requirements set forth in the Illinois Public Community College Act (110 ILCS 805/3-41) and Richland Community College procedures.

Excess property may also be given to other public entities or not-for-profit organizations within District 537, if deemed by the College President or designee that said property has little or no value to the institution and could provide additional educational-related services for District 537.

The sale of any real property is solely at the discretion of the Board of Trustees. The Board authorizes the College President or designee to approve the disposal of College personal property through a trade-in when the value of the personal property will be used to reduce the purchase price of a replacement item. However, if the item has a trade-in allowance in excess of \$5,000, the Board shall give prior approval authorizing the trade-in. Trade-in arrangements may be made only with and through authorized dealers, remanufacturers, agents, or entities regularly engaged in the business of accepting used equipment. Items to be disposed of shall be processed through the College's central purchasing system under appropriate procedures, guidelines, and statutory requirements.

The Board charges the Administration with the responsibility and delegates the necessary authority to develop these procedures and guidelines.

Draft Policy

5.18 Liquor Control- Delivery of Alcoholic Beverages

The Board of Trustees will regulate the delivery of alcoholic beverages in all College facilities.

This Policy is pursuant to Section 5/16-15 of the *Liquor Contract Act*, 235 ILCS 5/1-1 et seq.

Alcoholic liquors may be served or sold on property under the control of the Board of Trustees of the College for events that the Board of Trustees of that may determine are public events and not student-related activities.

The Board of Trustees delegates its authority and charges the President of the College to establish criteria and guidelines and to review and approve an activity, event, reception, meeting, or other social or educational activity, public or private event where alcoholic beverages may be distributed, sold, given, and or consumed on College owned and controlled property.

Culinary Program - In conjunction with the Richland Community College culinary program, the Board of Trustees authorizes the delivery and sale of alcohol beverages that are included for educational purposes associated with the program and for fund raising events for the College Foundation.

FINANCIAL REPORT

2020
2021
2022

TO: Board of Trustees
FROM: Cris Valdez ^{CV}
DATE: August 15, 2017
SUBJECT: Financial Report

Mr. Chairman, members of the Board, attached are the Treasurer's Report, Financial Statement and the Bills and Travel Expenditures for Ratification.

Greg Florian will be available to explain the Treasurer's Report and Financial Statement and to answer any questions regarding the bills.

Therefore, it is recommended that the Board of Trustees ratify the July 2017 bills, and travel expenditures paid and approve the Financial Statement to be filed for audit.

Thank you.

Richland Community College
Treasurer's Report
July 31, 2017

Fund	Balance 07/01/17	Receipts for Month	Disbursements for Month	Balance 07/31/17	Int. Bearing Accounts	Separate Inv. Instruments
Education Fund	3,756,389.24	2,824,606.84	(1,752,185.23)	4,828,810.85	4,278,804.05	550,006.80
Oper & Maint Restricted	541,124.97	452.23	.00	541,577.20	541,577.20	.00
Bond & Interest Fund	1,213,088.33	1,024.98	.00	1,214,113.31	1,214,113.31	.00
Auxiliary Enterprises	208,290.91	6,162.40	(3.02)	214,450.29	214,450.29	.00
Restricted Purposes Fund	559,688.20	2,290.68	.00	561,978.88	257,517.18	304,461.70
Working Cash Fund	6,978,450.67	5,052.07	.00	6,983,502.74	5,982,740.24	1,000,762.50
Trust & Agency Fund	301,606.03	1,055.23	.00	302,661.26	302,661.26	.00
Audit Fund	67,783.30	57.27	.00	67,840.57	67,840.57	.00
Liab, Protect, Settlement	1,476,723.32	1,163.24	.00	1,477,886.56	1,377,886.56	100,000.00
Totals	15,103,144.97	2,841,864.94	(1,752,188.25)	16,192,821.66	14,237,590.66	1,955,231.00

Fund	Amount	Instrument	Rate	Maturity	Term/Months
EDUCATION FUND	300,000.00	CD-Busey	0.10	07/22/2017	6.0
EDUCATION FUND	250,000.00	CD-SOY	0.20	01/30/2018	12.0
DEC COMM PARTNERSHIP	4,461.17	CD	0.10	06/30/2017	6.0
RESTR-EQUIP REPLACEMENT	300,000.00	CD-HPB	0.25	08/10/2017	12.0
WORKING CASH FUND	302,189.57	CD-HPB	0.10	07/26/2017	3.0
WORKING CASH FUND	350,000.00	CD-HPB	0.25	11/22/2017	12.0
WORKING CASH FUND	117,652.62	CD-Regns	0.01	12/19/2017	7.0
WORKING CASH FUND	110,000.00	CD-HPB	0.60	03/23/2018	12.0
WORKING CASH FUND	120,927.11	CD-Regns	0.05	07/21/2018	13.0
LPS FUND	100,000.00	CD-Busey	0.10	07/22/2017	6.0

Revenues & Expenses by Fund

	Actual 7/31/2017	Budget 1718	%	Actual 7/31/2016	Prior Year To Date
Fund 01-Education Fund					
Revenue	\$6,716,245.38	\$13,736,894.00	48.89	\$6,134,637.31	\$15,580,181.93
Transfers	\$0.00	(\$95,850.00)	0	\$0.00	(\$106,064.00)
Expenses	(\$1,002,181.32)	(\$13,519,626.00)	7.41	(\$1,005,189.97)	(\$14,140,916.67)
	\$5,714,064.06	\$121,418.00		\$5,129,447.34	\$1,333,201.26
Fund 02-Operations & Maintenance					
Revenue	\$656,326.54	\$2,098,188.00	31.28	\$525,279.70	\$1,624,502.26
Expenses	(\$168,621.04)	(\$2,095,627.00)	8.05	(\$157,543.95)	(\$1,799,991.15)
	\$487,705.50	\$2,561.00		\$367,735.75	(\$175,488.89)
Fund 03-Oper & Maint Restricted					
Revenue	\$157,811.45	\$3,275,339.00	4.82	\$94.19	\$646,814.83
Expenses	\$0.00	(\$3,275,339.00)	0	\$0.00	(\$772,955.15)
	\$157,811.45	\$0.00		\$94.19	(\$126,140.32)
Fund 04-Bond & Interest Fund					
Revenue	\$1,610,587.81	\$3,338,926.00	48.24	\$1,335,625.30	\$3,299,144.86
Expenses	\$0.00	(\$3,338,926.00)	0	\$0.00	(\$3,288,856.11)
	\$1,610,587.81	\$0.00		\$1,335,625.30	\$10,288.75
Fund 05-Auxiliary Enterprises					
Revenue	\$105,472.81	\$1,059,097.00	9.96	\$99,213.72	\$1,101,603.16
Expenses	(\$68,615.94)	(\$1,059,697.00)	6.48	(\$90,941.37)	(\$1,110,646.70)
	\$36,856.87	(\$600.00)		\$8,272.35	(\$9,043.54)
Fund 06-Restricted Purposes Fund					
Revenue	\$287,844.69	\$7,397,990.79	3.89	\$6,927.88	\$7,747,441.40
Transfers	\$0.00	\$0.00	0	\$0.00	(\$165,891.11)
Expenses	(\$361,800.35)	(\$7,397,991.17)	4.89	(\$269,607.18)	(\$7,943,325.27)
	(\$73,955.66)	(\$0.38)		(\$262,679.30)	(\$361,774.98)
Fund 07-Working Cash Fund					
Revenue	\$5,052.07	\$15,000.00	33.68	\$1,114.30	\$30,638.85
Transfers	\$0.00	(\$15,000.00)	0	\$0.00	(\$30,701.52)
	\$5,052.07	\$0.00		\$1,114.30	(\$62.67)
Fund 10-Trust & Agency Fund					
Revenue	\$1,155.23	\$95,479.00	1.21	\$2,354.22	\$94,858.55
Transfers	\$0.00	\$0.00	0	\$0.00	(\$9,031.00)
Expenses	(\$290.70)	(\$95,479.00)	0.3	(\$1,622.57)	(\$67,423.32)
	\$864.53	\$0.00		\$731.65	\$18,404.23
Fund 11-Audit Fund					
Revenue	\$30,888.39	\$64,258.00	48.07	\$34,510.14	\$85,900.68
Expenses	(\$572.06)	(\$60,800.00)	0.94	(\$1,343.48)	(\$61,867.69)
	\$30,316.33	\$3,458.00		\$33,166.66	\$24,032.99
Fund 12-Liab,Protect,Settlement					
Revenue	\$770,107.64	\$1,598,220.00	48.19	\$675,496.53	\$1,678,431.49
Expenses	(\$93,303.12)	(\$1,496,882.00)	6.23	(\$119,210.25)	(\$1,484,497.04)
	\$676,804.52	\$101,338.00		\$556,286.28	\$193,934.45
Total	\$8,646,107.48	\$228,174.62		\$7,169,794.52	\$907,351.28

Operating Funds Revenue

	Actual Revenue YTD 7/31/2017	Budget 1718	%	Actual Revenue YTD 7/31/2016	Prior Year Revenue 6/30/2017
Local Government Sources					
Bond Proceeds	\$0.00	\$0.00	0	\$0.00	\$730,000.00
	<u>\$0.00</u>	<u>\$0.00</u>	0	<u>\$0.00</u>	<u>\$730,000.00</u>
Student Tuition & Fees					
Chargeback	\$0.00	\$0.00	0	\$0.00	\$2,533.14
	<u>\$0.00</u>	<u>\$0.00</u>	0	<u>\$0.00</u>	<u>\$2,533.14</u>
Local Government Sources					
Current Taxes	\$3,479,541.19	\$7,085,367.00	49.11	\$2,847,848.26	\$7,043,154.02
Interest on Taxes	\$6.05	\$700.00	0.86	\$1.47	\$810.70
	<u>\$3,479,547.24</u>	<u>\$7,086,067.00</u>	49.1	<u>\$2,847,849.73</u>	<u>\$7,043,964.72</u>
State Government Sources					
ICCB CTE Formula Grant	\$221,100.00	\$187,135.00	118.15	\$0.00	\$187,134.00
ICCB Credit Hour Grants	\$0.00	\$0.00	0	\$0.00	\$783,620.00
Replacement Taxes	\$0.00	\$443,000.00	0	\$0.00	\$521,858.83
	<u>\$221,100.00</u>	<u>\$630,135.00</u>	35.09	<u>\$0.00</u>	<u>\$1,492,612.83</u>
Student Tuition & Fees					
Tuition-Credit	\$3,184,024.50	\$6,262,620.00	50.84	\$3,340,644.50	\$6,293,807.00
Various Fees	\$444,857.00	\$728,883.00	61.03	\$410,785.00	\$764,969.00
	<u>\$3,628,881.50</u>	<u>\$6,991,503.00</u>	51.9	<u>\$3,751,429.50</u>	<u>\$7,058,776.00</u>
Other Revenue					
Facility Rental	\$40,225.00	\$277,475.00	14.5	\$44,789.70	\$239,818.00
	<u>\$40,225.00</u>	<u>\$277,475.00</u>	14.5	<u>\$44,789.70</u>	<u>\$239,818.00</u>
Investment Revenue					
Investment Revenue	\$429.71	\$4,000.00	10.74	\$460.39	\$6,800.08
	<u>\$429.71</u>	<u>\$4,000.00</u>	10.74	<u>\$460.39</u>	<u>\$6,800.08</u>
Other Revenue					
Other Revenue	\$2,388.47	\$830,902.00	0.29	\$15,387.69	\$570,725.64
Transfer In	\$0.00	\$15,000.00	0	\$0.00	\$59,453.78
	<u>\$2,388.47</u>	<u>\$845,902.00</u>	0.28	<u>\$15,387.69</u>	<u>\$630,179.42</u>
Total Revenue	\$7,372,571.92	\$15,835,082.00	46.56	\$6,659,917.01	\$17,204,684.19

Operating Funds Expenses

	Actual Expenses YTD 7/31/2017	Budget 1718	%	Actual Expenses YTD 7/31/2016	Prior Year Expenses 6/30/2017
Salaries					
Academic Support Salary	\$14,102.41	\$204,162.00	6.91	\$14,615.74	\$179,716.19
Academic Support-PT	\$14,235.35	\$83,203.00	17.11	\$27,314.01	\$153,311.22
Administrative Staff Sal	\$79,704.06	\$1,443,017.00	5.52	\$143,637.76	\$1,446,728.29
Car Allowance	\$692.32	\$9,000.00	7.69	\$0.00	\$8,250.00
Clinical Risk Stipends	\$2,000.00	\$32,500.00	6.15	\$1,760.00	\$34,060.15
Custodial, Maint Stf Sal	\$28,610.24	\$76,807.00	37.25	\$10,482.47	\$121,723.69
Custodial, Maint-PT	\$0.00	\$38,160.00	0	\$0.00	\$0.00
F/T Classified Salary	\$35,771.84	\$605,222.00	5.91	\$78,633.35	\$908,224.59
F/T Faculty Salary	\$263,815.50	\$3,918,848.00	6.73	(\$123,960.46)	\$3,994,750.19
F/T Faculty-Summer Sal	\$200,610.39	\$304,947.00	65.79	\$209,858.68	\$272,851.91
Faculty Curriculum Dev	\$0.00	\$0.00	0	\$0.00	\$2,400.00
Faculty Tutors Salary	\$1,338.71	\$81,000.00	1.65	\$2,802.66	\$50,263.36
Independent Study Salary	\$0.00	\$9,070.00	0	\$2,200.00	\$33,570.00
Interpreter Salary	\$0.00	\$75,000.00	0	\$0.00	\$51,732.30
Lab Facilitators	\$810.50	\$18,702.00	4.33	\$344.26	\$15,149.24
Overload Salary	\$0.00	\$472,735.00	0	\$0.00	\$485,525.86
Overtime Wages	\$36.00	\$5,600.00	0.64	\$301.14	\$4,428.51
P/T Classified Salary	\$3,062.33	\$65,000.00	4.71	\$2,692.01	\$43,589.63
P/T Faculty Salary	\$0.00	\$796,393.00	0	\$0.00	\$743,274.21
P/T Faculty-Summer Sal	\$41,268.88	\$59,185.00	69.73	\$34,350.45	\$42,911.67
Professional/Tech Salary	\$37,783.57	\$702,128.00	5.38	\$56,599.59	\$656,243.41
Professional/Tech-PT	\$6,534.78	\$59,900.00	10.91	\$7,445.91	\$51,402.78
Proficiency Exam Salary	\$0.00	\$0.00	0	\$183.75	\$183.75
Severance Payments	\$0.00	\$0.00	0	\$0.00	\$214,877.54
Student Workers Salary	\$1,899.57	\$43,260.00	4.39	\$699.20	\$17,490.44
Subs Instructors Salary	\$0.00	\$4,250.00	0	\$270.06	\$7,939.68
Supervisory Staff Salary	\$40,217.44	\$382,705.00	10.51	\$50,338.57	\$591,121.37
Test Proctor Salary	\$1,388.83	\$23,000.00	6.04	\$310.23	\$12,175.60
Voluntary Separation Prg	\$0.00	\$0.00	0	\$0.00	\$271,860.26
	<u>\$773,882.72</u>	<u>\$9,513,794.00</u>	8.13	<u>\$520,879.38</u>	<u>\$10,415,755.84</u>
Employee Benefits					
Employee Benefits Total	\$576.35	\$13,465.00	4.28	\$0.00	\$31,302.01
FICA-Social Security	\$0.00	\$0.00	0	\$0.00	\$0.00
Group Dental Ins	\$3,706.40	\$51,128.00	7.25	\$4,502.32	\$58,752.93
Group LTD Ins	\$1,314.88	\$18,242.00	7.21	\$1,438.57	\$19,076.16
Group Life Ins	\$2,145.84	\$29,775.00	7.21	\$2,347.76	\$31,139.79
Group Medical Ins	\$122,417.27	\$1,923,627.00	6.36	\$125,615.39	\$1,908,376.09
Medicare	\$2,002.23	\$0.00	0	\$0.00	\$0.00
SURS-Retiree Health Contri	\$3,061.30	\$39,961.00	7.66	\$3,690.21	\$45,042.88
Staff/Family Waivers	\$5,815.00	\$50,000.00	11.63	\$4,665.00	\$41,896.50
	<u>\$141,039.27</u>	<u>\$2,126,198.00</u>	6.63	<u>\$142,259.25</u>	<u>\$2,135,586.36</u>
Contractual Services					
Accreditation Fees	\$0.00	\$24,650.00	0	\$0.00	\$11,475.00
Admin Computer-Maint	\$795.00	\$224,070.00	0.35	\$146,455.58	\$212,179.02
Building Repair/Maint	\$0.00	\$25,283.00	0	\$0.00	\$16,697.61
Consultants/Workshops	\$0.00	\$16,900.00	0	\$0.00	\$6,370.00
Contractual-Other	\$349.68	\$126,535.00	0.28	\$2,525.00	\$40,435.21
Custodial Services	\$30,930.50	\$370,010.00	8.36	\$32,731.00	\$400,607.25
Diversity Initiatives	\$0.00	\$5,000.00	0	\$0.00	\$0.00
Employee Awards	\$0.00	\$0.00	0	\$0.00	\$60.00
Employee Recognition EAT	\$0.00	\$1,000.00	0	\$0.00	\$948.20
Equip Repair/Maint Agree	\$2,882.27	\$121,210.00	2.38	\$13,476.37	\$88,908.30
Faculty Development	\$0.00	\$1,200.00	0	\$0.00	\$0.00
Grounds Maintenance	\$0.00	\$6,900.00	0	\$0.00	\$4,922.38
Legal Services-Admin	\$0.00	\$100,000.00	0	\$0.00	\$45,723.77
Meals	\$0.00	\$1,000.00	0	\$0.00	\$0.00
Pest Control	\$0.00	\$13,300.00	0	\$0.00	\$13,362.64
Professional Fees	\$0.00	\$7,200.00	0	\$5,376.25	\$7,168.25
Security	\$168.14	\$9,500.00	1.77	\$175.78	\$9,012.53
Student Awards	\$0.00	\$900.00	0	\$0.00	\$600.00
Telephone Maint Agree	\$0.00	\$18,700.00	0	\$0.00	\$0.00

Operating Funds Expenses

	Actual Expenses YTD 7/31/2017	Budget 1718	%	Actual Expenses YTD 7/31/2016	Prior Year Expenses 6/30/2017
Contractual Services					
	\$35,125.59	\$1,073,358.00	3.27	\$200,739.98	\$858,470.16
Materials & Supplies					
Advertising	\$336.75	\$66,750.00	0.5	\$1,825.00	\$82,849.46
Audio Visual Materials	\$0.00	\$6,000.00	0	\$81.85	\$4,403.10
Books-Library Collection	\$0.00	\$7,500.00	0	\$0.00	\$7,043.06
Catalog Printing	\$0.00	\$3,000.00	0	\$2,652.88	\$5,419.38
Computer Software	\$61,956.23	\$148,521.00	41.72	\$88,966.00	\$132,240.54
Credit Schedules	\$0.00	\$8,000.00	0	\$0.00	\$0.00
Event Expense	\$0.00	\$0.00	0	\$0.00	\$100.00
Graphic Supplies	\$0.00	\$3,000.00	0	\$0.00	\$714.76
Instructional Supplies	\$3,011.25	\$106,496.00	2.83	(\$726.46)	\$87,440.11
Laundry/Linen Supplies	\$0.00	\$396.00	0	\$0.00	\$216.09
Maintenance Supplies	\$2,438.97	\$73,000.00	3.34	(\$15.20)	\$56,872.05
Materials	(\$5.00)	\$32,650.00	-0.02	(\$15.00)	\$24,541.47
Office Supplies	\$541.83	\$18,741.00	2.89	\$935.44	\$19,314.01
Postage	\$1.89	\$18,670.00	0.01	\$92.00	\$17,996.30
Printing	\$111.62	\$23,716.00	0.47	\$1,310.20	\$22,281.88
Publications & Dues	\$38,366.15	\$129,310.00	29.67	\$62,311.60	\$121,622.29
Reference Materials	\$0.00	\$300.00	0	\$0.00	\$0.00
Specialities	\$0.00	\$1,250.00	0	(\$53.60)	\$167.20
Transcripts	\$0.00	\$25,000.00	0	\$0.00	\$14,550.00
Uniforms	\$115.50	\$3,000.00	3.85	\$112.53	\$3,608.55
Vehicle Expense	\$0.00	\$11,900.00	0	\$0.00	\$11,218.96
WYSE Activities	\$0.00	\$1,017.00	0	\$0.00	\$452.78
Wind Turbine Maintenance	\$0.00	\$9,500.00	0	\$0.00	\$9,015.17
	\$106,875.19	\$697,717.00	15.32	\$157,477.24	\$622,067.16
Conference & Meeting Exp					
Board Meeting Meals	\$0.00	\$1,600.00	0	\$0.00	\$0.00
Meeting Expense	\$264.00	\$6,684.00	3.95	\$0.00	\$7,410.07
Recruitment	\$0.00	\$0.00	0	\$20,989.19	\$35,923.01
Registration Fees	\$860.00	\$20,174.00	4.26	\$0.00	\$13,453.96
Travel-In State	\$56.71	\$14,362.00	0.39	\$0.00	\$11,095.75
Travel-In State Mileage	\$404.46	\$10,980.00	3.68	\$0.00	\$5,162.14
Travel-Out of State	\$0.00	\$33,230.00	0	\$0.00	\$12,636.83
	\$1,585.17	\$87,030.00	1.82	\$20,989.19	\$85,681.76
Fixed Charges					
Collection Co Charges	\$0.00	\$100.00	0	\$0.00	\$16.66
Credit Card Fees	\$0.00	\$23,000.00	0	\$1,777.52	\$26,042.42
Equipment Rental	\$0.00	\$280.00	0	\$717.77	\$14,949.23
Facility Rental	\$11,139.47	\$133,680.00	8.33	\$10,948.92	\$133,099.68
Graduation Expense	\$0.00	\$19,000.00	0	\$0.00	\$19,373.80
Install Pymt Lease/Purch	\$49,414.19	\$156,085.00	31.66	\$50,391.31	\$165,019.55
Interest Expense	\$2,093.58	\$8,005.00	26.15	\$3,105.00	\$5,707.18
Property Taxes	\$16,793.61	\$22,750.00	73.82	\$16,327.75	\$22,752.33
	\$79,440.85	\$362,900.00	21.89	\$83,268.27	\$386,960.85
Utilities					
Electricity and Nat Gas	\$2,086.87	\$357,590.00	0.58	\$1,002.87	\$398,300.12
Internet	\$60.00	\$20,078.00	0.3	\$60.00	\$16,213.98
Propane	\$0.00	\$500.00	0	\$0.00	\$0.00
Refuse Disposal	\$3,002.47	\$20,300.00	14.79	\$0.00	\$17,006.90
Telephone	\$1,766.48	\$41,390.00	4.27	\$1,439.37	\$38,436.09
Water, Sewage	\$41.96	\$35,200.00	0.12	\$0.00	\$37,720.91
	\$6,957.78	\$475,058.00	1.46	\$2,502.24	\$507,678.00
Capital Outlay					
Equipment-Instructional	\$0.00	\$363,382.00	0	\$0.00	\$0.00
Equipment-Office	\$0.00	\$0.00	0	\$0.00	\$76,605.00
Equipment-Service	\$0.00	\$0.00	0	\$0.00	\$2,075.00
	\$0.00	\$363,382.00	0	\$0.00	\$78,680.00
Financial Aid Expense					
Financial Aid	\$16,826.03	\$240,000.00	7.01	\$18,474.00	\$208,261.16
	\$16,826.03	\$240,000.00	7.01	\$18,474.00	\$208,261.16

Operating Funds Expenses

	Actual Expenses YTD 7/31/2017	Budget 1718	%	Actual Expenses YTD 7/31/2016	Prior Year Expenses 6/30/2017
Chargeback Expense					
Chargeback Expense	\$0.00	\$5,000.00	0	\$0.00	\$49,795.11
	<u>\$0.00</u>	<u>\$5,000.00</u>	0	<u>\$0.00</u>	<u>\$49,795.11</u>
Tuition Adjustments					
Illinois Veterans Grants	\$0.00	\$68,000.00	0	\$0.00	\$65,231.00
Tuition Waiver	(\$5,563.00)	\$350,000.00	-1.59	(\$3,963.00)	\$316,422.94
Unfunded ING/MIA/POW	\$0.00	\$35,000.00	0	\$0.00	\$34,456.00
	<u>(\$5,563.00)</u>	<u>\$453,000.00</u>	-1.23	<u>(\$3,963.00)</u>	<u>\$416,109.94</u>
Other Expense					
Bank Service Charges	\$459.17	\$6,720.00	6.83	\$725.46	\$6,872.78
Contributions	\$0.00	\$142,857.00	0	\$5,800.00	\$105,231.61
Expense-Other	\$0.00	\$500.00	0	\$0.00	\$5,117.07
	<u>\$459.17</u>	<u>\$150,077.00</u>	0.31	<u>\$6,525.46</u>	<u>\$117,221.46</u>
Total Expenses	\$1,156,628.77	\$15,547,514.00	7.44	\$1,149,152.01	\$15,882,267.80

Revenues by Fund Summary

	Actual Revenue YTD 7/31/2017	Budget 1718	%	Actual Revenue YTD 7/31/2016	Prior Year Revenue 6/30/2017
Fund 01-Education Fund					
Local Government Sources	\$0.00	\$0.00	0	\$0.00	\$730,000.00
Student Tuition & Fees	\$0.00	\$0.00	0	\$0.00	\$2,533.14
Local Government Sources	\$3,037,559.45	\$6,185,428.00	49.11	\$2,486,429.55	\$6,149,544.73
State Government Sources	\$221,100.00	\$630,135.00	35.09	\$0.00	\$1,437,759.49
Student Tuition & Fees	\$3,454,872.75	\$6,556,071.00	52.7	\$3,642,059.98	\$6,746,213.67
Investment Revenue	\$429.71	\$4,000.00	10.74	\$460.39	\$6,800.08
Other Revenue	\$2,283.47	\$361,260.00	0.63	\$5,687.39	\$507,330.82
Total Revenue Fund 01	\$6,716,245.38	\$13,736,894.00	48.89	\$6,134,637.31	\$15,580,181.93
Fund 02-Operations & Maintenance					
Local Government Sources	\$441,987.79	\$900,639.00	49.07	\$361,420.18	\$894,419.99
State Government Sources	\$0.00	\$0.00	0	\$0.00	\$54,853.34
Student Tuition & Fees	\$174,008.75	\$435,432.00	39.96	\$109,369.52	\$312,562.33
Other Revenue	\$40,330.00	\$762,117.00	5.29	\$54,490.00	\$362,666.60
Total Revenue Fund 02	\$656,326.54	\$2,098,188.00	31.28	\$525,279.70	\$1,624,502.26
Fund 03-Oper & Maint Restricted					
Local Government Sources	\$157,359.22	\$375,100.00	41.95	\$0.00	\$0.00
Investment Revenue	\$452.23	\$2,000.00	22.61	\$94.19	\$3,038.49
Other Revenue	\$0.00	\$2,898,239.00	0	\$0.00	\$643,776.34
Total Revenue Fund 03	\$157,811.45	\$3,275,339.00	4.82	\$94.19	\$646,814.83
Fund 04-Bond & Interest Fund					
Local Government Sources	\$1,609,562.83	\$3,336,926.00	48.23	\$1,335,357.45	\$3,295,276.82
Investment Revenue	\$1,024.98	\$2,000.00	51.25	\$267.85	\$3,868.04
Total Revenue Fund 04	\$1,610,587.81	\$3,338,926.00	48.24	\$1,335,625.30	\$3,299,144.86
Fund 05-Auxiliary Enterprises					
Local Government Sources	\$91,112.20	\$507,700.00	17.95	\$70,553.34	\$519,546.30
Student Tuition & Fees	\$5,466.00	\$84,629.00	6.46	\$4,635.00	\$30,189.00
Student Organization Rev	\$5,985.15	\$313,218.00	1.91	\$4,535.27	\$194,689.01
Investment Revenue	\$176.95	\$800.00	22.12	\$51.86	\$1,392.17
Other Revenue	\$2,732.51	\$152,750.00	1.79	\$19,438.25	\$355,786.68
Total Revenue Fund 05	\$105,472.81	\$1,059,097.00	9.96	\$99,213.72	\$1,101,603.16
Fund 06-Restricted Purposes Fund					
Financial Aid	\$129,773.81	\$6,840,649.00	1.9	\$6,073.80	\$6,203,426.99
Investment Revenue	\$50.88	\$0.00	0	\$12.24	\$386.09
Other Revenue	\$158,020.00	\$557,341.79	28.35	\$841.84	\$1,543,628.32
Total Revenue Fund 06	\$287,844.69	\$7,397,990.79	3.89	\$6,927.88	\$7,747,441.40
Fund 07-Working Cash Fund					
Investment Revenue	\$5,052.07	\$15,000.00	33.68	\$1,114.30	\$30,638.85
Total Revenue Fund 07	\$5,052.07	\$15,000.00	33.68	\$1,114.30	\$30,638.85
Fund 10-Trust & Agency Fund					
Student Organization Rev	\$0.00	\$16,600.00	0	\$32.36	\$25,074.23
Investment Revenue	\$255.23	\$50.00	510.46	\$21.86	\$1,158.32
Other Revenue	\$900.00	\$78,829.00	1.14	\$2,300.00	\$68,626.00
Total Revenue Fund 10	\$1,155.23	\$95,479.00	1.21	\$2,354.22	\$94,858.55
Fund 11-Audit Fund					
Local Government Sources	\$30,831.12	\$64,108.00	48.09	\$34,499.77	\$85,631.46
Investment Revenue	\$57.27	\$150.00	38.18	\$10.37	\$269.22
Total Revenue Fund 11	\$30,888.39	\$64,258.00	48.07	\$34,510.14	\$85,900.68
Fund 12-Liab,Protect,Settlement					
Local Government Sources	\$762,720.40	\$1,581,520.00	48.23	\$668,325.59	\$1,656,948.08
Student Tuition & Fees	\$6,224.00	\$13,500.00	46.1	\$6,888.00	\$13,404.00
Investment Revenue	\$1,163.24	\$3,200.00	36.35	\$282.94	\$8,079.41
Total Revenue Fund 12	\$770,107.64	\$1,598,220.00	48.19	\$675,496.53	\$1,678,431.49
Total Revenue	\$10,341,492.01	\$32,679,391.79	31.65	\$8,815,253.29	\$31,889,518.01

Revenues by Fund

	Actual Revenue YTD 7/31/2017	Budget 1718	%	Actual Revenue YTD 7/31/2016	Prior Year Revenue 6/30/2017
Fund 01-Education Fund					
Local Government Sources					
Bond Proceeds	\$0.00	\$0.00	0	\$0.00	\$730,000.00
	<u>\$0.00</u>	<u>\$0.00</u>	0	<u>\$0.00</u>	<u>\$730,000.00</u>
Student Tuition & Fees					
Chargeback	\$0.00	\$0.00	0	\$0.00	\$2,533.14
	<u>\$0.00</u>	<u>\$0.00</u>	0	<u>\$0.00</u>	<u>\$2,533.14</u>
Local Government Sources					
Current Taxes	\$3,037,554.17	\$6,184,828.00	49.11	\$2,486,428.26	\$6,148,836.98
Interest on Taxes	\$5.28	\$600.00	0.88	\$1.29	\$707.75
	<u>\$3,037,559.45</u>	<u>\$6,185,428.00</u>	49.11	<u>\$2,486,429.55</u>	<u>\$6,149,544.73</u>
State Government Sources					
ICCB CTE Formula Grant	\$221,100.00	\$187,135.00	118.15	\$0.00	\$187,134.00
ICCB Credit Hour Grants	\$0.00	\$0.00	0	\$0.00	\$728,766.66
Replacement Taxes	\$0.00	\$443,000.00	0	\$0.00	\$521,858.83
	<u>\$221,100.00</u>	<u>\$630,135.00</u>	35.09	<u>\$0.00</u>	<u>\$1,437,759.49</u>
Student Tuition & Fees					
Tuition-Credit	\$3,010,015.75	\$5,922,438.00	50.82	\$3,231,274.98	\$6,090,619.83
Various Fees	\$444,857.00	\$633,633.00	70.21	\$410,785.00	\$655,593.84
	<u>\$3,454,872.75</u>	<u>\$6,556,071.00</u>	52.7	<u>\$3,642,059.98</u>	<u>\$6,746,213.67</u>
Investment Revenue					
Investment Revenue	\$429.71	\$4,000.00	10.74	\$460.39	\$6,800.08
	<u>\$429.71</u>	<u>\$4,000.00</u>	10.74	<u>\$460.39</u>	<u>\$6,800.08</u>
Other Revenue					
Other Revenue	\$2,283.47	\$346,260.00	0.66	\$5,687.39	\$447,877.04
Transfer In	\$0.00	\$15,000.00	0	\$0.00	\$59,453.78
	<u>\$2,283.47</u>	<u>\$361,260.00</u>	0.63	<u>\$5,687.39</u>	<u>\$507,330.82</u>
Total Revenue Fund 01	\$6,716,245.38	\$13,736,894.00	48.89	\$6,134,637.31	\$15,580,181.93
Fund 02-Operations & Maintenance					
Local Government Sources					
Current Taxes	\$441,987.02	\$900,539.00	49.08	\$361,420.00	\$894,317.04
Interest on Taxes	\$0.77	\$100.00	0.77	\$0.18	\$102.95
	<u>\$441,987.79</u>	<u>\$900,639.00</u>	49.07	<u>\$361,420.18</u>	<u>\$894,419.99</u>
State Government Sources					
ICCB Credit Hour Grants	\$0.00	\$0.00	0	\$0.00	\$54,853.34
	<u>\$0.00</u>	<u>\$0.00</u>	0	<u>\$0.00</u>	<u>\$54,853.34</u>
Student Tuition & Fees					
Tuition-Credit	\$174,008.75	\$340,182.00	51.15	\$109,369.52	\$203,187.17
Various Fees	\$0.00	\$95,250.00	0	\$0.00	\$109,375.16
	<u>\$174,008.75</u>	<u>\$435,432.00</u>	39.96	<u>\$109,369.52</u>	<u>\$312,562.33</u>
Other Revenue					
Facility Rental	\$40,225.00	\$277,475.00	14.5	\$44,789.70	\$239,818.00
Other Revenue	\$105.00	\$484,642.00	0.02	\$9,700.30	\$122,848.60
	<u>\$40,330.00</u>	<u>\$762,117.00</u>	5.29	<u>\$54,490.00</u>	<u>\$362,666.60</u>
Total Revenue Fund 02	\$656,326.54	\$2,098,188.00	31.28	\$525,279.70	\$1,624,502.26

Revenues by Fund

	Actual Revenue YTD 7/31/2017	Budget 1718	%	Actual Revenue YTD 7/31/2016	Prior Year Revenue 6/30/2017
Fund 03-Oper & Maint Restricted					
Local Government Sources					
Bond Proceeds	\$0.00	\$50,000.00	0	\$0.00	\$0.00
Current Taxes	\$157,358.94	\$325,000.00	48.42	\$0.00	\$0.00
Interest on Taxes	\$0.28	\$100.00	0.28	\$0.00	\$0.00
	<u>\$157,359.22</u>	<u>\$375,100.00</u>	41.95	<u>\$0.00</u>	<u>\$0.00</u>
Investment Revenue					
Int on Cash/IL Funds Acc	\$452.23	\$2,000.00	22.61	\$64.29	\$3,008.59
Interest on Investments	\$0.00	\$0.00	0	\$29.90	\$29.90
	<u>\$452.23</u>	<u>\$2,000.00</u>	22.61	<u>\$94.19</u>	<u>\$3,038.49</u>
Other Revenue					
Gifts/Donations	\$0.00	\$2,898,239.00	0	\$0.00	\$640,983.34
Grants Revenue	\$0.00	\$0.00	0	\$0.00	\$2,793.00
	<u>\$0.00</u>	<u>\$2,898,239.00</u>	0	<u>\$0.00</u>	<u>\$643,776.34</u>
Total Revenue Fund 03	\$157,811.45	\$3,275,339.00	4.82	\$94.19	\$646,814.83
Fund 04-Bond & Interest Fund					
Local Government Sources					
Current Taxes	\$1,609,560.12	\$3,336,676.00	48.24	\$1,335,356.24	\$3,294,896.93
Interest on Taxes	\$2.71	\$250.00	1.08	\$1.21	\$379.89
	<u>\$1,609,562.83</u>	<u>\$3,336,926.00</u>	48.23	<u>\$1,335,357.45</u>	<u>\$3,295,276.82</u>
Investment Revenue					
Int on Cash/IL Funds Acc	\$1,024.98	\$2,000.00	51.25	\$267.85	\$3,868.04
	<u>\$1,024.98</u>	<u>\$2,000.00</u>	51.25	<u>\$267.85</u>	<u>\$3,868.04</u>
Total Revenue Fund 04	\$1,610,587.81	\$3,338,926.00	48.24	\$1,335,625.30	\$3,299,144.86
Fund 05-Auxiliary Enterprises					
Local Government Sources					
CPED Contract Revenue	\$3,571.00	\$45,000.00	7.94	\$3,940.84	\$53,041.73
CPED Credit Revenue	\$63,045.00	\$353,000.00	17.86	\$48,155.00	\$348,310.91
CPED Non-Credit Revenue	\$24,496.20	\$109,700.00	22.33	\$18,457.50	\$118,193.66
	<u>\$91,112.20</u>	<u>\$507,700.00</u>	17.95	<u>\$70,553.34</u>	<u>\$519,546.30</u>
Student Tuition & Fees					
Fitness Membership Fees	\$2,100.00	\$71,629.00	2.93	\$910.00	\$16,630.00
Fitness Tuition	\$3,366.00	\$13,000.00	25.89	\$3,725.00	\$13,559.00
	<u>\$5,466.00</u>	<u>\$84,629.00</u>	6.46	<u>\$4,635.00</u>	<u>\$30,189.00</u>
Student Organization Rev					
Airline Catering	\$220.28	\$2,400.00	9.18	\$0.00	\$0.00
Catering Revenue	\$703.72	\$25,500.00	2.76	\$0.00	\$0.00
Sales Revenue	\$4,511.15	\$208,818.00	2.16	\$4,405.27	\$105,051.80
Special Event Revenue	\$550.00	\$64,000.00	0.86	\$130.00	\$74,488.95
Theatre Ticket Revenue	\$0.00	\$0.00	0	\$0.00	\$1,947.00
Vending Service Revenue	\$0.00	\$12,500.00	0	\$0.00	\$13,201.26
	<u>\$5,985.15</u>	<u>\$313,218.00</u>	1.91	<u>\$4,535.27</u>	<u>\$194,689.01</u>
Investment Revenue					
Int on Cash/IL Funds Acc	\$176.95	\$800.00	22.12	\$51.86	\$1,392.17
	<u>\$176.95</u>	<u>\$800.00</u>	22.12	<u>\$51.86</u>	<u>\$1,392.17</u>

Revenues by Fund

	Actual Revenue YTD 7/31/2017	Budget 1718	%	Actual Revenue YTD 7/31/2016	Prior Year Revenue 6/30/2017
Fund 05-Auxiliary Enterprises					
Other Revenue					
Facility Rental	\$1,785.00	\$31,800.00	5.61	\$1,740.00	\$28,356.00
CCRS Paid Revenue	\$0.00	\$0.00	0	\$703.58	\$11,087.51
Child Care Revenue	\$0.00	\$0.00	0	\$8,357.50	\$89,576.52
Child Care Transfer Rev	\$0.00	\$0.00	0	\$5,800.00	\$57,231.61
Copy Center Fees	\$0.00	\$0.00	0	\$1,531.00	\$26,533.10
Revenue-Contractual	\$436.00	\$4,000.00	10.9	\$721.00	\$4,546.00
Revenue-Misc/OtherSource	\$511.51	\$9,100.00	5.62	\$585.17	\$7,142.52
Transfer In	\$0.00	\$107,850.00	0	\$0.00	\$131,313.42
	<u>\$2,732.51</u>	<u>\$152,750.00</u>	1.79	<u>\$19,438.25</u>	<u>\$355,786.68</u>
Total Revenue Fund 05	\$105,472.81	\$1,059,097.00	9.96	\$99,213.72	\$1,101,603.16
Fund 06-Restricted Purposes Fund					
Financial Aid					
Financial Aid	\$129,773.81	\$6,840,649.00	1.9	\$6,073.80	\$6,203,426.99
	<u>\$129,773.81</u>	<u>\$6,840,649.00</u>	1.9	<u>\$6,073.80</u>	<u>\$6,203,426.99</u>
Investment Revenue					
Int on Cash/IL Funds Acc	\$50.88	\$0.00	0	\$12.24	\$301.85
Interest on Investments	\$0.00	\$0.00	0	\$0.00	\$84.24
	<u>\$50.88</u>	<u>\$0.00</u>	0	<u>\$12.24</u>	<u>\$386.09</u>
Other Revenue					
Gifts/Donations	\$5,000.00	\$0.00	0	\$291.84	\$54,682.42
Grants Revenue	\$152,980.00	\$557,341.79	27.45	\$0.00	\$1,291,007.80
Revenue-Contractual	\$0.00	\$0.00	0	\$0.00	\$74,981.02
Revenue-Misc/OtherSource	\$40.00	\$0.00	0	\$550.00	\$10,167.65
Sale of Equipment	\$0.00	\$0.00	0	\$0.00	\$900.00
Transfer In	\$0.00	\$0.00	0	\$0.00	\$111,889.43
	<u>\$158,020.00</u>	<u>\$557,341.79</u>	28.35	<u>\$841.84</u>	<u>\$1,543,628.32</u>
Total Revenue Fund 06	\$287,844.69	\$7,397,990.79	3.89	\$6,927.88	\$7,747,441.40
Fund 07-Working Cash Fund					
Investment Revenue					
Interest on Working Cash	\$5,052.07	\$15,000.00	33.68	\$1,114.30	\$30,638.85
	<u>\$5,052.07</u>	<u>\$15,000.00</u>	33.68	<u>\$1,114.30</u>	<u>\$30,638.85</u>
Total Revenue Fund 07	\$5,052.07	\$15,000.00	33.68	\$1,114.30	\$30,638.85
Fund 10-Trust & Agency Fund					
Student Organization Rev					
Club Revenue	\$0.00	\$16,600.00	0	\$32.36	\$25,074.23
	<u>\$0.00</u>	<u>\$16,600.00</u>	0	<u>\$32.36</u>	<u>\$25,074.23</u>
Investment Revenue					
Int on Cash/IL Funds Acc	\$255.23	\$50.00	510.46	\$21.86	\$1,158.32
	<u>\$255.23</u>	<u>\$50.00</u>	510.46	<u>\$21.86</u>	<u>\$1,158.32</u>
Other Revenue					
Contributions	\$0.00	\$73,729.00	0	\$0.00	\$48,000.00
PIE-College Fair Rev	\$0.00	\$3,000.00	0	\$0.00	\$3,575.00
PIE-Partners Salute	\$0.00	\$0.00	0	\$0.00	\$5,120.00

Revenues by Fund

	Actual Revenue YTD 7/31/2017	Budget 1718	%	Actual Revenue YTD 7/31/2016	Prior Year Revenue 6/30/2017
Fund 10-Trust & Agency Fund					
Other Revenue					
PIE-Youth Leadership	\$900.00	\$2,100.00	42.86	\$2,300.00	\$2,900.00
Transfer In	\$0.00	\$0.00	0	\$0.00	\$9,031.00
	<u>\$900.00</u>	<u>\$78,829.00</u>	1.14	<u>\$2,300.00</u>	<u>\$68,626.00</u>
Total Revenue Fund 10	\$1,155.23	\$95,479.00	1.21	\$2,354.22	\$94,858.55
Fund 11-Audit Fund					
Local Government Sources					
Current Taxes	\$30,831.06	\$64,098.00	48.1	\$34,499.77	\$85,621.62
Interest on Taxes	\$0.06	\$10.00	0.6	\$0.00	\$9.84
	<u>\$30,831.12</u>	<u>\$64,108.00</u>	48.09	<u>\$34,499.77</u>	<u>\$85,631.46</u>
Investment Revenue					
Int on Cash/IL Funds Acc	\$57.27	\$150.00	38.18	\$10.37	\$269.22
	<u>\$57.27</u>	<u>\$150.00</u>	38.18	<u>\$10.37</u>	<u>\$269.22</u>
Total Revenue Fund 11	\$30,888.39	\$64,258.00	48.07	\$34,510.14	\$85,900.68
Fund 12-Liab,Protect,Settlement					
Local Government Sources					
Current Taxes	\$762,719.07	\$1,581,345.00	48.23	\$668,325.06	\$1,656,757.32
Interest on Taxes	\$1.33	\$175.00	0.76	\$0.53	\$190.76
	<u>\$762,720.40</u>	<u>\$1,581,520.00</u>	48.23	<u>\$668,325.59</u>	<u>\$1,656,948.08</u>
Student Tuition & Fees					
Insurance-StudentFees	\$6,224.00	\$13,500.00	46.1	\$6,888.00	\$13,404.00
	<u>\$6,224.00</u>	<u>\$13,500.00</u>	46.1	<u>\$6,888.00</u>	<u>\$13,404.00</u>
Investment Revenue					
Int on Cash/IL Funds Acc	\$1,163.24	\$3,150.00	36.93	\$282.94	\$8,005.44
Interest on Investments	\$0.00	\$50.00	0	\$0.00	\$73.97
	<u>\$1,163.24</u>	<u>\$3,200.00</u>	36.35	<u>\$282.94</u>	<u>\$8,079.41</u>
Total Revenue Fund 12	\$770,107.64	\$1,598,220.00	48.19	\$675,496.53	\$1,678,431.49
Total Revenue	\$10,341,492.01	\$32,679,391.79	31.65	\$8,815,253.29	\$31,889,518.01

Expenses by Fund Summary

	Budget 1718	Actual YTD as of 7/31/2017	Encumbered as of 7/31/2017	Total Expenses YTD	%	Prior YTD Expenses	Pr YTD %
Fund 01-Education Fund							
Salaries	\$9,338,978.00	\$740,913.47	\$0.00	\$740,913.47	7.93	\$10,163,164.74	5.01
Employee Benefits	\$2,115,458.00	\$139,778.47	\$0.00	\$139,778.47	6.61	\$2,089,047.51	6.55
Contractual Services	\$451,300.00	\$1,144.68	\$3,550.32	\$4,695.00	1.04	\$317,038.79	49.65
Materials & Supplies	\$586,802.00	\$104,317.75	\$47,494.75	\$151,812.50	25.87	\$538,790.23	29.19
Conference & Meeting Exp	\$89,441.00	\$1,585.17	\$4,387.08	\$5,972.25	6.68	\$85,479.28	24.55
Fixed Charges	\$86,030.00	\$2,474.58	\$12,099.96	\$14,574.54	16.94	\$66,060.75	3.78
Utilities	\$3,540.00	\$245.00	\$2,695.00	\$2,940.00	83.05	\$13,342.70	0.45
Capital Outlay	\$0.00	\$0.00	\$0.00	\$0.00	0	\$76,605.00	0
Financial Aid Expense	\$240,000.00	\$16,826.03	\$0.00	\$16,826.03	7.01	\$208,261.16	8.87
Chargeback Expense	\$5,000.00	\$0.00	\$0.00	\$0.00	0	\$49,795.11	0
Tuition Adjustments	\$453,000.00	(\$5,563.00)	\$0.00	(\$5,563.00)	-1.23	\$416,109.94	0
Other Expense	\$150,077.00	\$459.17	\$0.00	\$459.17	0.31	\$117,221.46	5.57
Total Expense Fund 01	\$13,519,626.00	\$1,002,181.32	\$70,227.11	\$1,072,408.43	7.93	\$14,140,916.67	7.11
Fund 02-Operations & Maintenance							
Salaries	\$193,841.00	\$44,633.25	\$0.00	\$44,633.25	23.03	\$270,201.10	8.59
Employee Benefits	\$54,809.00	\$3,770.39	\$0.00	\$3,770.39	6.88	\$87,338.77	8.69
Contractual Services	\$622,058.00	\$33,980.91	\$400,276.71	\$434,257.62	69.81	\$541,649.37	8
Materials & Supplies	\$110,960.00	\$2,557.44	\$6,498.95	\$9,056.39	8.16	\$83,289.03	0.23
Conference & Meeting Exp	\$2,189.00	\$0.00	\$0.00	\$0.00	0	\$202.48	0
Fixed Charges	\$276,870.00	\$76,966.27	\$146,785.65	\$223,751.92	80.81	\$320,900.10	25.17
Utilities	\$471,518.00	\$6,712.78	\$10,649.15	\$17,361.93	3.68	\$494,335.30	0.49
Capital Outlay	\$363,382.00	\$0.00	\$0.00	\$0.00	0	\$2,075.00	0
Total Expense Fund 02	\$2,095,627.00	\$168,621.04	\$564,210.46	\$732,831.50	34.97	\$1,799,991.15	8.75
Fund 03-Oper & Maint Restricted							
Contractual Services	\$109,707.00	\$0.00	\$0.00	\$0.00	0	\$9,803.67	0
Capital Outlay	\$3,165,632.00	\$0.00	\$0.00	\$0.00	0	\$763,151.48	0
Total Expense Fund 03	\$3,275,339.00	\$0.00	\$0.00	\$0.00	0	\$772,955.15	0
Fund 04-Bond & Interest Fund							
Contractual Services	\$5,000.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Fixed Charges	\$3,333,926.00	\$0.00	\$0.00	\$0.00	0	\$3,285,856.11	0
Financial Aid Expense	\$0.00	\$0.00	\$0.00	\$0.00	0	\$3,000.00	0
Total Expense Fund 04	\$3,338,926.00	\$0.00	\$0.00	\$0.00	0	\$3,288,856.11	0
Fund 05-Auxiliary Enterprises							
Salaries	\$575,992.00	\$49,044.87	\$0.00	\$49,044.87	8.51	\$636,931.85	9.77
Employee Benefits	\$134,883.00	\$11,022.24	\$0.00	\$11,022.24	8.17	\$136,794.22	8.97
Contractual Services	\$82,775.00	\$2,718.25	\$0.00	\$2,718.25	3.28	\$76,169.32	4.48
Materials & Supplies	\$200,862.00	\$5,374.13	\$4,266.28	\$9,640.41	4.8	\$182,614.60	6.65
Conference & Meeting Exp	\$2,460.00	\$0.00	\$0.00	\$0.00	0	\$2,294.06	4.91
Fixed Charges	\$29,450.00	\$0.00	\$0.00	\$0.00	0	\$71,192.58	1.09
Utilities	\$0.00	\$0.00	\$0.00	\$0.00	0	\$281.34	0
Capital Outlay	\$31,400.00	\$456.45	\$22,163.86	\$22,620.31	72.04	\$0.00	0
Financial Aid Expense	\$200.00	\$0.00	\$0.00	\$0.00	0	\$2,682.04	0
Other Expense	\$1,675.00	\$0.00	\$0.00	\$0.00	0	\$1,686.69	0.47
Total Expense Fund 05	\$1,059,697.00	\$68,615.94	\$26,430.14	\$95,046.08	8.97	\$1,110,646.70	8.19
Fund 06-Restricted Purposes Fund							
Salaries	\$175,965.51	\$28,922.75	\$0.00	\$28,922.75	16.44	\$725,455.28	6.31
Employee Benefits	\$32,795.66	\$14,704.80	\$0.00	\$14,704.80	44.84	\$207,027.51	7.36
Contractual Services	\$183,816.00	\$0.00	\$0.00	\$0.00	0	\$213,345.42	0.07
Materials & Supplies	\$20,400.00	\$62.70	\$0.00	\$62.70	0.31	\$130,527.94	0.06
Conference & Meeting Exp	\$4,191.00	\$0.00	\$2,498.82	\$2,498.82	59.62	\$40,182.89	0
Fixed Charges	\$41,216.00	\$2,432.62	\$0.00	\$2,432.62	5.9	\$66,321.40	5.69
Utilities	\$0.00	\$0.00	\$0.00	\$0.00	0	\$2,220.76	0
Capital Outlay	\$81,276.00	\$0.00	\$0.00	\$0.00	0	\$79,763.23	0
Financial Aid Expense	\$6,858,331.00	\$315,677.48	\$0.00	\$315,677.48	4.6	\$6,478,480.84	3.16
Total Expense Fund 06	\$7,397,991.17	\$361,800.35	\$2,498.82	\$364,299.17	4.92	\$7,943,325.27	3.39

Expenses by Fund Summary

	Budget 1718	Actual YTD as of 7/31/2017	Encumbered as of 7/31/2017	Total Expenses YTD	%	Prior YTD Expenses	Pr YTD %
Fund 10-Trust & Agency Fund							
Contractual Services	\$52,175.00	\$0.00	\$0.00	\$0.00	0	\$24,213.60	0
Materials & Supplies	\$41,729.00	\$290.70	\$376.99	\$667.69	1.6	\$25,771.74	6.3
Conference & Meeting Exp	\$1,575.00	\$0.00	\$0.00	\$0.00	0	\$13,418.08	0
Other Expense	\$0.00	\$0.00	\$0.00	\$0.00	0	\$4,019.90	0
Total Expense Fund 10	\$95,479.00	\$290.70	\$376.99	\$667.69	0.7	\$67,423.32	2.41
Fund 11-Audit Fund							
Salaries	\$10,844.00	\$399.81	\$0.00	\$399.81	3.69	\$13,352.95	8.2
Employee Benefits	\$3,356.00	\$172.25	\$0.00	\$172.25	5.13	\$3,314.74	7.5
Contractual Services	\$46,600.00	\$0.00	\$0.00	\$0.00	0	\$45,200.00	0
Total Expense Fund 11	\$60,800.00	\$572.06	\$0.00	\$572.06	0.94	\$61,867.69	2.17
Fund 12-Liab,Protect,Settlement							
Salaries	\$592,183.00	\$25,602.29	\$0.00	\$25,602.29	4.32	\$637,630.47	8.28
Employee Benefits	\$368,569.00	\$18,806.14	\$0.00	\$18,806.14	5.1	\$307,270.11	7.71
Contractual Services	\$270,230.00	\$8,998.60	\$239,843.00	\$248,841.60	92.09	\$297,456.51	1.42
Materials & Supplies	\$7,650.00	\$3,240.00	\$0.00	\$3,240.00	42.35	\$7,859.73	41.22
Conference & Meeting Exp	\$3,250.00	\$0.00	\$420.00	\$420.00	12.92	\$0.00	0
Fixed Charges	\$250,000.00	\$36,656.09	\$41,224.00	\$77,880.09	31.15	\$234,280.22	15.05
Capital Outlay	\$5,000.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Total Expense Fund 12	\$1,496,882.00	\$93,303.12	\$281,487.00	\$374,790.12	25.04	\$1,484,497.04	8.03
Total Expenses	\$32,340,367.17	\$1,695,384.53	\$945,230.52	\$2,640,615.05	8.17	\$30,670,479.10	5.36

Expenses by Fund

	Budget 1718	Actual YTD as of 7/31/2017	Encumbered as of 7/31/2017	Total Expenses YTD	%	Prior YTD Expenses	Pr YTD %
Fund 01-Education Fund							
Salaries							
Academic Support Salary	\$204,162.00	\$14,102.41	\$0.00	\$14,102.41	6.91	\$179,716.19	8.13
Academic Support-PT	\$87,268.00	\$15,531.35	\$0.00	\$15,531.35	17.8	\$157,286.22	18.17
Administrative Staff Sal	\$1,415,617.00	\$78,485.60	\$0.00	\$78,485.60	5.54	\$1,416,393.19	9.95
Car Allowance	\$9,000.00	\$692.32	\$0.00	\$692.32	7.69	\$8,250.00	0
Clinical Risk Stipends	\$32,500.00	\$2,000.00	\$0.00	\$2,000.00	6.15	\$34,060.15	5.17
F/T Classified Salary	\$605,222.00	\$35,148.68	\$0.00	\$35,148.68	5.81	\$884,811.37	8.64
F/T Faculty Salary	\$3,918,848.00	\$263,815.50	\$0.00	\$263,815.50	6.73	\$3,994,750.19	0
F/T Faculty-Summer Sal	\$317,907.00	\$210,978.39	\$0.00	\$210,978.39	66.36	\$285,571.91	77.05
Faculty Curriculum Dev	\$0.00	\$0.00	\$0.00	\$0.00	0	\$2,400.00	0
Faculty Tutors Salary	\$81,000.00	\$1,338.71	\$0.00	\$1,338.71	1.65	\$50,263.36	5.58
Independent Study Salary	\$9,070.00	\$0.00	\$0.00	\$0.00	0	\$34,485.00	6.38
Interpreter Salary	\$75,000.00	\$0.00	\$0.00	\$0.00	0	\$51,732.30	0
LabFacilitators	\$18,702.00	\$810.50	\$0.00	\$810.50	4.33	\$15,149.24	2.27
Overload Salary	\$472,735.00	\$0.00	\$0.00	\$0.00	0	\$485,525.86	0
Overtime Wages	\$2,600.00	\$36.00	\$0.00	\$36.00	1.38	\$2,551.27	11.8
P/T Classified Salary	\$65,000.00	\$3,062.33	\$0.00	\$3,062.33	4.71	\$43,589.63	6.18
P/T Faculty Salary	\$796,393.00	\$0.00	\$0.00	\$0.00	0	\$743,274.21	0
P/T Faculty-Summer Sal	\$59,185.00	\$41,268.88	\$0.00	\$41,268.88	69.73	\$42,911.67	80.05
Professional/Tech Salary	\$702,128.00	\$37,783.57	\$0.00	\$37,783.57	5.38	\$644,416.59	8.62
Professional/Tech-PT	\$59,900.00	\$6,534.78	\$0.00	\$6,534.78	10.91	\$51,402.78	14.49
Proficiency Exam Salary	\$0.00	\$0.00	\$0.00	\$0.00	0	\$183.75	100
Severance Payments	\$0.00	\$0.00	\$0.00	\$0.00	0	\$214,877.54	0
Student Workers Salary	\$40,260.00	\$1,899.57	\$0.00	\$1,899.57	4.72	\$17,490.44	4
Subs Instructors Salary	\$4,250.00	\$0.00	\$0.00	\$0.00	0	\$7,939.68	3.4
Supervisory Staff Salary	\$339,231.00	\$26,036.05	\$0.00	\$26,036.05	7.68	\$510,096.34	8.54
Test Proctor Salary	\$23,000.00	\$1,388.83	\$0.00	\$1,388.83	6.04	\$12,175.60	2.55
Voluntary Separation Prg	\$0.00	\$0.00	\$0.00	\$0.00	0	\$271,860.26	0
	\$9,338,978.00	\$740,913.47	\$0.00	\$740,913.47	7.93	\$10,163,164.74	5.01
Employee Benefits							
EmployeeBenefitsTotal	\$13,465.00	\$576.35	\$0.00	\$576.35	4.28	\$31,302.01	0
FICA-Social Security	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Group Dental Ins	\$52,020.00	\$3,821.39	\$0.00	\$3,821.39	7.35	\$58,285.20	7.65
Group LTD Ins	\$17,828.00	\$1,294.82	\$0.00	\$1,294.82	7.26	\$18,386.97	7.52
Group Life Ins	\$29,100.00	\$2,113.10	\$0.00	\$2,113.10	7.26	\$30,014.83	7.52
Group Medical Ins	\$1,913,928.00	\$122,335.93	\$0.00	\$122,335.93	6.39	\$1,867,572.04	6.51
Medicare	\$0.00	\$2,002.23	\$0.00	\$2,002.23	0	\$0.00	0
SURS-RetireeHealthContri	\$39,117.00	\$2,851.65	\$0.00	\$2,851.65	7.29	\$43,653.96	8.19
Staff/Family Waivers	\$50,000.00	\$4,783.00	\$0.00	\$4,783.00	9.57	\$39,832.50	9.12
	\$2,115,458.00	\$139,778.47	\$0.00	\$139,778.47	6.61	\$2,089,047.51	6.55
Contractual Services							
Accreditation Fees	\$24,650.00	\$0.00	\$0.00	\$0.00	0	\$11,475.00	0
Admin Computer-Maint	\$224,070.00	\$795.00	\$0.00	\$795.00	0.35	\$212,179.02	69.02
Consultants/Workshops	\$16,900.00	\$0.00	\$0.00	\$0.00	0	\$6,370.00	0
Contractual-Other	\$46,035.00	\$349.68	\$3,550.32	\$3,900.00	8.47	\$25,446.80	9.92
Diversity Initiatives	\$5,000.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Employee Awards	\$0.00	\$0.00	\$0.00	\$0.00	0	\$60.00	0
Employee Recognition EAT	\$1,000.00	\$0.00	\$0.00	\$0.00	0	\$948.20	0
Equip Repair/Maint Agree	\$23,345.00	\$0.00	\$0.00	\$0.00	0	\$7,067.75	43.11
Faculty Development	\$1,200.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Legal Services-Admin	\$100,000.00	\$0.00	\$0.00	\$0.00	0	\$45,723.77	0
Meals	\$1,000.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Professional Fees	\$7,200.00	\$0.00	\$0.00	\$0.00	0	\$7,168.25	75
Student Awards	\$900.00	\$0.00	\$0.00	\$0.00	0	\$600.00	0

Expenses by Fund

	Budget 1718	Actual YTD as of 7/31/2017	Encumbered as of 7/31/2017	Total Expenses YTD	%	Prior YTD Expenses	Pr YTD %
Fund 01- Education Fund							
Contractual Services							
	\$451,300.00	\$1,144.68	\$3,550.32	\$4,695.00	1.04	\$317,038.79	49.65
Materials & Supplies							
Advertising	\$66,700.00	\$336.75	\$0.00	\$336.75	0.5	\$82,504.46	2.21
Audio Visual Materials	\$6,000.00	\$0.00	\$0.00	\$0.00	0	\$4,403.10	1.86
Books-Library Collection	\$7,500.00	\$0.00	\$0.00	\$0.00	0	\$7,043.06	0
Catalog Printing	\$3,000.00	\$0.00	\$0.00	\$0.00	0	\$5,419.38	48.95
Computer Software	\$138,421.00	\$61,956.23	\$2,030.24	\$63,986.47	46.23	\$132,240.54	67.28
Credit Schedules	\$8,000.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Event Expense	\$0.00	\$0.00	\$0.00	\$0.00	0	\$100.00	0
Graphic Supplies	\$3,000.00	\$0.00	\$0.00	\$0.00	0	\$714.76	0
Instructional Supplies	\$106,496.00	\$3,011.25	\$12,024.37	\$15,035.62	14.12	\$87,440.11	0
Laundry/Linen Supplies	\$396.00	\$0.00	\$19.11	\$19.11	4.83	\$216.09	0
Materials	\$32,400.00	(\$5.00)	\$500.00	\$495.00	1.53	\$24,417.11	0
Office Supplies	\$17,256.00	\$538.86	\$0.00	\$538.86	3.12	\$18,234.33	4.75
Postage	\$18,670.00	\$1.89	\$0.00	\$1.89	0.01	\$17,986.67	0.51
Printing	\$23,021.00	\$111.62	\$14,000.00	\$14,111.62	61.3	\$21,827.35	5.89
Publications & Dues	\$128,375.00	\$38,366.15	\$18,921.03	\$57,287.18	44.62	\$121,073.29	51.47
Reference Materials	\$300.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Specialties	\$1,250.00	\$0.00	\$0.00	\$0.00	0	\$167.20	0
Transcripts	\$25,000.00	\$0.00	\$0.00	\$0.00	0	\$14,550.00	0
WYSE Activities	\$1,017.00	\$0.00	\$0.00	\$0.00	0	\$452.78	0
	\$586,802.00	\$104,317.75	\$47,494.75	\$151,812.50	25.87	\$538,790.23	29.19
Conference & Meeting Exp							
Board Meeting Meals	\$1,600.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Meeting Expense	\$6,784.00	\$264.00	\$15.00	\$279.00	4.11	\$7,385.64	0
Recruitment	\$0.00	\$0.00	\$0.00	\$0.00	0	\$35,923.01	58.43
Registration Fees	\$20,399.00	\$860.00	\$2,180.00	\$3,040.00	14.9	\$13,303.96	0
Travel-In State	\$14,148.00	\$56.71	\$303.08	\$359.79	2.54	\$11,067.70	0
Travel-In State Mileage	\$10,980.00	\$404.46	\$0.00	\$404.46	3.68	\$5,162.14	0
Travel-Out of State	\$35,530.00	\$0.00	\$1,889.00	\$1,889.00	5.32	\$12,636.83	0
	\$89,441.00	\$1,585.17	\$4,387.08	\$5,972.25	6.68	\$85,479.28	24.55
Fixed Charges							
Collection Co Charges	\$100.00	\$0.00	\$0.00	\$0.00	0	\$16.66	0
Credit Card Fees	\$23,000.00	\$0.00	\$0.00	\$0.00	0	\$26,042.42	6.83
Equipment Rental	\$0.00	\$0.00	\$0.00	\$0.00	0	\$14,670.38	4.89
Graduation Expense	\$19,000.00	\$0.00	\$0.00	\$0.00	0	\$19,373.80	0
Install Pymt Lease/Purch	\$39,600.00	\$2,474.58	\$12,099.96	\$14,574.54	36.8	\$5,957.49	0
Interest Expense	\$4,330.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
	\$86,030.00	\$2,474.58	\$12,099.96	\$14,574.54	16.94	\$66,060.75	3.78
Utilities							
Internet	\$0.00	\$60.00	\$660.00	\$720.00	0	\$13,342.70	0.45
Telephone	\$3,540.00	\$185.00	\$2,035.00	\$2,220.00	62.71	\$0.00	0
	\$3,540.00	\$245.00	\$2,695.00	\$2,940.00	83.05	\$13,342.70	0.45
Capital Outlay							
Equipment-Office	\$0.00	\$0.00	\$0.00	\$0.00	0	\$76,605.00	0
	\$0.00	\$0.00	\$0.00	\$0.00	0	\$76,605.00	0
Financial Aid Expense							
Financial Aid	\$240,000.00	\$16,826.03	\$0.00	\$16,826.03	7.01	\$208,261.16	8.87
	\$240,000.00	\$16,826.03	\$0.00	\$16,826.03	7.01	\$208,261.16	8.87
Chargeback Expense							
Chargeback Expense	\$5,000.00	\$0.00	\$0.00	\$0.00	0	\$49,795.11	0

Expenses by Fund

	Budget 1718	Actual YTD as of 7/31/2017	Encumbered as of 7/31/2017	Total Expenses YTD	%	Prior YTD Expenses	Pr YTD %
Fund 01-Education Fund							
Chargeback Expense							
	\$5,000.00	\$0.00	\$0.00	\$0.00	0	\$49,795.11	0
Tuition Adjustments							
Illinois Veterans Grants	\$68,000.00	\$0.00	\$0.00	\$0.00	0	\$65,231.00	0
Tuition Waiver	\$350,000.00	(\$5,563.00)	\$0.00	(\$5,563.00)	-1.59	\$316,422.94	0
Unfunded ING/MIA/POW	\$35,000.00	\$0.00	\$0.00	\$0.00	0	\$34,456.00	0
	\$453,000.00	(\$5,563.00)	\$0.00	(\$5,563.00)	-1.23	\$416,109.94	0
Other Expense							
Bank Service Charges	\$6,720.00	\$459.17	\$0.00	\$459.17	6.83	\$6,872.78	10.56
Contributions	\$142,857.00	\$0.00	\$0.00	\$0.00	0	\$105,231.61	5.51
Expense-Other	\$500.00	\$0.00	\$0.00	\$0.00	0	\$5,117.07	0
	\$150,077.00	\$459.17	\$0.00	\$459.17	0.31	\$117,221.46	5.57
Total Expense Fund 01	\$13,519,626.00	\$1,002,181.32	\$70,227.11	\$1,072,408.43	7.93	\$14,140,916.6	7.11
Fund 02-Operations & Maintenance							
Salaries							
Administrative Staff Sal	\$27,400.00	\$1,218.46	\$0.00	\$1,218.46	4.45	\$30,335.10	8.96
Custodial, Maint Stf Sal	\$76,807.00	\$28,610.24	\$0.00	\$28,610.24	37.25	\$121,723.69	8.61
Custodial, Maint-PT	\$38,160.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
F/T Classified Salary	\$0.00	\$623.16	\$0.00	\$623.16	0	\$23,413.22	9.33
Overtime Wages	\$3,000.00	\$0.00	\$0.00	\$0.00	0	\$1,877.24	0
Professional/Tech Salary	\$0.00	\$0.00	\$0.00	\$0.00	0	\$11,826.82	9.09
Student Workers Salary	\$5,000.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Supervisory Staff Salary	\$43,474.00	\$14,181.39	\$0.00	\$14,181.39	32.62	\$81,025.03	8.34
	\$193,841.00	\$44,633.25	\$0.00	\$44,633.25	23.03	\$270,201.10	8.59
Employee Benefits							
Group Dental Ins	\$1,309.00	\$68.52	\$0.00	\$68.52	5.23	\$2,613.21	8.4
Group LTD Ins	\$414.00	\$20.06	\$0.00	\$20.06	4.85	\$689.19	8.03
Group Life Ins	\$675.00	\$32.74	\$0.00	\$32.74	4.85	\$1,124.96	8.03
Group Medical Ins	\$51,567.00	\$2,407.42	\$0.00	\$2,407.42	4.67	\$79,458.49	7.64
Medicare	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
SURS-RetireeHealthContri	\$844.00	\$209.65	\$0.00	\$209.65	24.84	\$1,388.92	8.36
Staff/Family Waivers	\$0.00	\$1,032.00	\$0.00	\$1,032.00	0	\$2,064.00	50
	\$54,809.00	\$3,770.39	\$0.00	\$3,770.39	6.88	\$87,338.77	8.69
Contractual Services							
Building Repair/Maint	\$25,283.00	\$0.00	\$1,882.38	\$1,882.38	7.45	\$16,697.61	0
Contractual-Other	\$80,500.00	\$0.00	\$0.00	\$0.00	0	\$14,988.41	0
Custodial Services	\$370,010.00	\$30,930.50	\$364,747.90	\$395,678.40	106.94	\$400,607.25	8.17
Equip Repair/Maint Agree	\$97,865.00	\$2,882.27	\$24,314.57	\$27,196.84	27.79	\$82,058.55	12.71
Grounds Maintenance	\$6,900.00	\$0.00	\$0.00	\$0.00	0	\$4,922.38	0
Pest Control	\$13,300.00	\$0.00	\$0.00	\$0.00	0	\$13,362.64	0
Security	\$9,500.00	\$168.14	\$9,331.86	\$9,500.00	100	\$9,012.53	1.95
Telephone Maint Agree	\$18,700.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
	\$622,058.00	\$33,980.91	\$400,276.71	\$434,257.62	69.81	\$541,649.37	8
Materials & Supplies							
Advertising	\$50.00	\$0.00	\$0.00	\$0.00	0	\$345.00	0
Computer Software	\$10,100.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Maintenance Supplies	\$73,000.00	\$2,438.97	\$4,142.95	\$6,581.92	9.02	\$56,872.05	0
Materials	\$250.00	\$0.00	\$0.00	\$0.00	0	\$124.36	0
Office Supplies	\$1,500.00	\$2.97	\$0.00	\$2.97	0.2	\$1,091.78	6.37
Postage	\$0.00	\$0.00	\$0.00	\$0.00	0	\$9.63	0
Printing	\$725.00	\$0.00	\$0.00	\$0.00	0	\$454.53	5.32
Publications & Dues	\$935.00	\$0.00	\$0.00	\$0.00	0	\$549.00	0

Expenses by Fund

	Budget 1718	Actual YTD as of 7/31/2017	Encumbered as of 7/31/2017	Total Expenses YTD	%	Prior YTD Expenses	Pr YTD %
Fund 02-Operations & Maintenance							
Materials & Supplies							
Uniforms	\$3,000.00	\$115.50	\$2,356.00	\$2,471.50	82.38	\$3,608.55	3.12
Vehicle Expense	\$11,900.00	\$0.00	\$0.00	\$0.00	0	\$11,218.96	0
Wind Turbine Maintenance	\$9,500.00	\$0.00	\$0.00	\$0.00	0	\$9,015.17	0
	<u>\$110,960.00</u>	<u>\$2,557.44</u>	<u>\$6,498.95</u>	<u>\$9,056.39</u>	8.16	<u>\$83,289.03</u>	0.23
Conference & Meeting Exp							
Meeting Expense	\$200.00	\$0.00	\$0.00	\$0.00	0	\$24.43	0
Registration Fees	\$575.00	\$0.00	\$0.00	\$0.00	0	\$150.00	0
Travel-In State	\$214.00	\$0.00	\$0.00	\$0.00	0	\$28.05	0
Travel-Out of State	\$1,200.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
	<u>\$2,189.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	0	<u>\$202.48</u>	0
Fixed Charges							
Equipment Rental	\$280.00	\$0.00	\$0.00	\$0.00	0	\$278.85	0
Facility Rental	\$133,680.00	\$11,139.47	\$122,534.17	\$133,673.64	100	\$133,099.68	8.23
Install Pymt Lease/Purch	\$116,485.00	\$46,939.61	\$24,251.48	\$71,191.09	61.12	\$159,062.06	31.68
Interest Expense	\$3,675.00	\$2,093.58	\$0.00	\$2,093.58	56.97	\$5,707.18	54.41
Property Taxes	\$22,750.00	\$16,793.61	\$0.00	\$16,793.61	73.82	\$22,752.33	71.76
	<u>\$276,870.00</u>	<u>\$76,966.27</u>	<u>\$146,785.65</u>	<u>\$223,751.92</u>	80.81	<u>\$320,900.10</u>	25.17
Utilities							
Electricity and Nat Gas	\$357,590.00	\$2,086.87	\$0.00	\$2,086.87	0.58	\$398,300.12	0.25
Internet	\$20,078.00	\$0.00	\$0.00	\$0.00	0	\$2,871.28	0
Propane	\$500.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Refuse Disposal	\$20,300.00	\$3,002.47	\$8,909.15	\$11,911.62	58.68	\$17,006.90	0
Telephone	\$37,850.00	\$1,581.48	\$1,740.00	\$3,321.48	8.78	\$38,436.09	3.74
Water, Sewage	\$35,200.00	\$41.96	\$0.00	\$41.96	0.12	\$37,720.91	0
	<u>\$471,518.00</u>	<u>\$6,712.78</u>	<u>\$10,649.15</u>	<u>\$17,361.93</u>	3.68	<u>\$494,335.30</u>	0.49
Capital Outlay							
Equipment-Instructional	\$363,382.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Equipment-Service	\$0.00	\$0.00	\$0.00	\$0.00	0	\$2,075.00	0
	<u>\$363,382.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	0	<u>\$2,075.00</u>	0
Total Expense Fund 02	\$2,095,627.00	\$168,621.04	\$564,210.46	\$732,831.50	34.97	\$1,799,991.15	8.75
Fund 03-Oper & Maint Restricted							
Contractual Services							
Building Repair/Maint	\$109,707.00	\$0.00	\$0.00	\$0.00	0	\$9,303.67	0
Contractual-Other	\$0.00	\$0.00	\$0.00	\$0.00	0	\$500.00	0
	<u>\$109,707.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	0	<u>\$9,803.67</u>	0
Capital Outlay							
Building Improvements	\$3,115,632.00	\$0.00	\$0.00	\$0.00	0	\$727,006.98	0
Equipment-Service	\$50,000.00	\$0.00	\$0.00	\$0.00	0	\$36,144.50	0
	<u>\$3,165,632.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	0	<u>\$763,151.48</u>	0
Total Expense Fund 03	\$3,275,339.00	\$0.00	\$0.00	\$0.00	0	\$772,955.15	0
Fund 04-Bond & Interest Fund							
Contractual Services							
Contractual-Other	\$5,000.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
	<u>\$5,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	0	<u>\$0.00</u>	0
Fixed Charges							
Defeasance Bonds Payable	\$2,590,000.00	\$0.00	\$0.00	\$0.00	0	\$2,450,000.00	0
Interest Expense	\$743,926.00	\$0.00	\$0.00	\$0.00	0	\$835,856.11	0

Expenses by Fund

	Budget 1718	Actual YTD as of 7/31/2017	Encumbered as of 7/31/2017	Total Expenses YTD	%	Prior YTD Expenses	Pr YTD %
Fund 04-Bond & Interest Fund							
Fixed Charges							
	\$3,333,926.00	\$0.00	\$0.00	\$0.00	0	\$3,285,856.11	0
Financial Aid Expense							
Financial Aid	\$0.00	\$0.00	\$0.00	\$0.00	0	\$3,000.00	0
	\$0.00	\$0.00	\$0.00	\$0.00	0	\$3,000.00	0
Total Expense Fund 04	\$3,338,926.00	\$0.00	\$0.00	\$0.00	0	\$3,288,856.11	0
Fund 05-Auxiliary Enterprises							
Salaries							
Academic Support-PT	\$0.00	\$1,050.00	\$0.00	\$1,050.00	0	\$2,550.00	39.22
Administrative Staff Sal	\$115,337.00	\$7,909.11	\$0.00	\$7,909.11	6.86	\$118,609.99	8.37
Classified-Temporary	\$0.00	\$497.07	\$0.00	\$497.07	0	\$1,629.38	41.01
F/T Classified Salary	\$97,885.00	\$5,990.35	\$0.00	\$5,990.35	6.12	\$102,264.19	8.6
LabFacilitators	\$16,500.00	\$2,072.69	\$0.00	\$2,072.69	12.56	\$16,621.54	8.44
Overtime Wages	\$0.00	\$0.00	\$0.00	\$0.00	0	\$2,170.44	1.23
P/T Classified Salary	\$35,568.00	\$0.00	\$0.00	\$0.00	0	\$302.38	0
P/T Faculty Salary	\$88,400.00	\$0.00	\$0.00	\$0.00	0	\$83,063.75	0
P/T Faculty-Summer Sal	\$7,250.00	\$17,115.00	\$0.00	\$17,115.00	236.07	\$35,883.50	49.87
Professional/Tech Salary	\$135,102.00	\$7,794.39	\$0.00	\$7,794.39	5.77	\$118,984.43	9.03
Professional/Tech-PT	\$0.00	\$528.36	\$0.00	\$528.36	0	\$73,009.27	6.96
Professional/Tech-Temp	\$0.00	\$0.00	\$0.00	\$0.00	0	\$2,738.65	0
Student Workers Salary	\$46,450.00	\$2,153.28	\$0.00	\$2,153.28	4.64	\$37,619.27	8.26
Subs Instructors Salary	\$0.00	\$0.00	\$0.00	\$0.00	0	\$593.50	0
Supervisory Staff Salary	\$33,500.00	\$3,934.62	\$0.00	\$3,934.62	11.75	\$40,891.56	8.76
	\$575,992.00	\$49,044.87	\$0.00	\$49,044.87	8.51	\$636,931.85	9.77
Employee Benefits							
FICA-Social Security	\$2,995.00	\$384.06	\$0.00	\$384.06	12.82	\$887.67	46.97
Group Dental Ins	\$3,515.00	\$265.25	\$0.00	\$265.25	7.55	\$3,572.33	8.6
Group LTD Ins	\$957.00	\$70.99	\$0.00	\$70.99	7.42	\$1,017.22	8.15
Group Life Ins	\$1,559.00	\$115.84	\$0.00	\$115.84	7.43	\$1,680.50	8.58
Group Medical Ins	\$123,366.00	\$8,980.46	\$0.00	\$8,980.46	7.28	\$121,192.07	7.87
Medicare	\$515.00	\$123.34	\$0.00	\$123.34	23.95	\$423.52	32.24
SURS-RetireeHealthContri	\$1,976.00	\$151.30	\$0.00	\$151.30	7.66	\$2,065.91	8.46
Staff/Family Waivers	\$0.00	\$931.00	\$0.00	\$931.00	0	\$5,955.00	24.63
	\$134,883.00	\$11,022.24	\$0.00	\$11,022.24	8.17	\$136,794.22	8.97
Contractual Services							
Contractual-Other	\$55,900.00	(\$105.00)	\$0.00	(\$105.00)	-0.19	\$46,318.61	0
Custodial Services	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Equip Repair/Maint Agree	\$2,150.00	\$0.00	\$0.00	\$0.00	0	\$2,501.06	0
Meals	\$7,200.00	\$2,823.25	\$0.00	\$2,823.25	39.21	\$20,681.78	16.5
Royalties	\$0.00	\$0.00	\$0.00	\$0.00	0	\$468.00	0
Snacks and Milk	\$0.00	\$0.00	\$0.00	\$0.00	0	\$3,146.50	0
Student Development	\$17,525.00	\$0.00	\$0.00	\$0.00	0	\$3,053.37	0
	\$82,775.00	\$2,718.25	\$0.00	\$2,718.25	3.28	\$76,169.32	4.48
Materials & Supplies							
Advertising	\$13,415.00	\$0.00	\$0.00	\$0.00	0	\$13,043.61	0
Computer Software	\$1,000.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Food Supply Costs	\$38,673.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Frequent Purchase Discnt	\$1,000.00	\$19.43	\$0.00	\$19.43	1.94	\$737.57	0.63
Instructional Supplies	\$66,115.00	(\$122.21)	\$3,897.07	\$3,774.86	5.71	\$77,767.54	1.98
Materials	\$42,300.00	\$0.79	\$0.00	\$0.79	0	\$48,519.90	10.62
Non Consumable Supplies	\$2,500.00	\$230.00	\$369.21	\$599.21	23.97	\$59.96	0
Office Supplies	\$2,710.00	\$115.56	\$0.00	\$115.56	4.26	\$2,599.86	9.14
Postage	\$13,550.00	\$5,100.56	\$0.00	\$5,100.56	37.64	\$18,173.04	28.25

Expenses by Fund

	Budget 1718	Actual YTD as of 7/31/2017	Encumbered as of 7/31/2017	Total Expenses YTD	%	Prior YTD Expenses	Pr YTD %
Fund 05-Auxiliary Enterprises							
Materials & Supplies							
Printing	\$3,524.00	\$0.00	\$0.00	\$0.00	0	\$3,182.33	2.26
Publications & Dues	\$5,625.00	\$30.00	\$0.00	\$30.00	0.53	\$6,663.79	0
Repair Materials & Suppl	\$1,000.00	\$0.00	\$0.00	\$0.00	0	\$4,044.92	0
Vehicle Expense	\$9,450.00	\$0.00	\$0.00	\$0.00	0	\$7,822.08	0
	<u>\$200,862.00</u>	<u>\$5,374.13</u>	<u>\$4,266.28</u>	<u>\$9,640.41</u>	4.8	<u>\$182,614.60</u>	6.65
Conference & Meeting Exp							
Meeting Expense	\$0.00	\$0.00	\$0.00	\$0.00	0	\$211.97	0
Registration Fees	\$760.00	\$0.00	\$0.00	\$0.00	0	\$535.30	0
Travel-In State	\$1,450.00	\$0.00	\$0.00	\$0.00	0	\$1,476.16	7.63
Travel-In State Mileage	\$250.00	\$0.00	\$0.00	\$0.00	0	\$70.63	0
	<u>\$2,460.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	0	<u>\$2,294.06</u>	4.91
Fixed Charges							
Credit Card Fees	\$7,850.00	\$0.00	\$0.00	\$0.00	0	\$9,661.51	8.03
Equipment Rental	\$21,600.00	\$0.00	\$0.00	\$0.00	0	\$60,083.62	0
Install Pymt Lease/Purch	\$0.00	\$0.00	\$0.00	\$0.00	0	\$1,447.45	0
	<u>\$29,450.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	0	<u>\$71,192.58</u>	1.09
Utilities							
Refuse Disposal	\$0.00	\$0.00	\$0.00	\$0.00	0	\$281.34	0
	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	0	<u>\$281.34</u>	0
Capital Outlay							
Equipment-Instructional	\$8,400.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Equipment-Service	\$23,000.00	\$456.45	\$22,163.86	\$22,620.31	98.35	\$0.00	0
	<u>\$31,400.00</u>	<u>\$456.45</u>	<u>\$22,163.86</u>	<u>\$22,620.31</u>	72.04	<u>\$0.00</u>	0
Financial Aid Expense							
Financial Aid	\$200.00	\$0.00	\$0.00	\$0.00	0	\$2,682.04	0
	<u>\$200.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	0	<u>\$2,682.04</u>	0
Other Expense							
Donations/Gifts	\$1,200.00	\$0.00	\$0.00	\$0.00	0	\$1,077.00	0
Expense-Other	\$425.00	\$0.00	\$0.00	\$0.00	0	\$595.69	0
Sales Tax	\$50.00	\$0.00	\$0.00	\$0.00	0	\$14.00	57.14
	<u>\$1,675.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	0	<u>\$1,686.69</u>	0.47
Total Expense Fund 05	\$1,059,697.00	\$68,615.94	\$26,430.14	\$95,046.08	8.97	\$1,110,646.70	8.19
Fund 06-Restricted Purposes Fund							
Salaries							
Administrative Staff Sal	\$5,625.00	\$355.37	\$0.00	\$355.37	6.32	\$91,854.28	8.58
F/T Classified Salary	\$34,230.16	\$5,924.94	\$0.00	\$5,924.94	17.31	\$113,753.34	6.45
F/T Faculty Salary	\$0.00	\$2,836.61	\$0.00	\$2,836.61	0	\$49,167.60	8.33
F/T Faculty-Summer Sal	\$8,212.79	\$0.00	\$0.00	\$0.00	0	\$0.00	0
FWSP Workers Salary	(\$17,682.00)	\$2,586.39	\$0.00	\$2,586.39	0	\$42,684.33	1.53
Faculty Tutors Salary	\$360.00	\$360.00	\$0.00	\$360.00	100	\$1,545.92	47.16
Interpreter Salary	\$0.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
P/T Classified Salary	\$0.00	\$3,744.81	\$0.00	\$3,744.81	0	\$59,160.38	5.18
P/T Faculty Salary	\$42,000.00	\$0.00	\$0.00	\$0.00	0	\$99,750.11	0
Professional/Tech Salary	\$74,420.28	\$8,931.17	\$0.00	\$8,931.17	12	\$154,806.48	8.33
Professional/Tech-PT	\$0.00	\$0.00	\$0.00	\$0.00	0	\$8,127.00	16.61
Stipend	\$0.00	\$0.00	\$0.00	\$0.00	0	\$2,750.00	0
Subs Instructors Salary	\$0.00	\$0.00	\$0.00	\$0.00	0	\$440.31	0
Supervisory Staff Salary	\$28,799.28	\$4,183.46	\$0.00	\$4,183.46	14.53	\$101,415.53	7.62
	<u>\$175,965.51</u>	<u>\$28,922.75</u>	<u>\$0.00</u>	<u>\$28,922.75</u>	16.44	<u>\$725,455.28</u>	6.31

Expenses by Fund

	Budget 1718	Actual YTD as of 7/31/2017	Encumbered as of 7/31/2017	Total Expenses YTD	%	Prior YTD Expenses	Pr YTD %
Fund 06-Restricted Purposes Fund							
Employee Benefits							
FICA-Social Security	\$1,400.00	\$0.00	\$0.00	\$0.00	0	\$3,856.10	0
Grants Share of SURS	\$11,364.92	\$2,710.93	\$0.00	\$2,710.93	23.85	\$44,416.97	8.97
Group Dental Ins	\$723.44	\$353.39	\$0.00	\$353.39	48.85	\$4,575.18	7.63
Group LTD Ins	\$375.68	\$85.48	\$0.00	\$85.48	22.75	\$1,220.79	8.51
Group Life Ins	\$610.34	\$139.56	\$0.00	\$139.56	22.87	\$1,992.60	7.99
Group Medical Ins	\$12,350.16	\$10,907.23	\$0.00	\$10,907.23	88.32	\$133,729.38	7.01
Medicare	\$2,174.82	\$348.46	\$0.00	\$348.46	16.02	\$9,316.16	6.52
SURS-RetireeHealthContri	\$593.02	\$110.84	\$0.00	\$110.84	18.69	\$2,528.05	7.66
Unemployment Insurance	\$0.00	\$0.00	\$0.00	\$0.00	0	\$900.00	16.67
Workers Compensation	\$3,203.28	\$48.91	\$0.00	\$48.91	1.53	\$4,492.28	6.86
	<u>\$32,795.66</u>	<u>\$14,704.80</u>	<u>\$0.00</u>	<u>\$14,704.80</u>	<u>44.84</u>	<u>\$207,027.51</u>	<u>7.36</u>
Contractual Services							
Accreditation Fees	\$9,335.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Audit Services	\$0.00	\$0.00	\$0.00	\$0.00	0	\$6,850.00	0
Contractual-Other	\$24,382.00	\$0.00	\$0.00	\$0.00	0	\$90,326.14	0.17
Contractual-RCC	\$0.00	\$0.00	\$0.00	\$0.00	0	\$500.00	0
Equip Repair/Maint Agree	\$0.00	\$0.00	\$0.00	\$0.00	0	\$109.00	0
Participant Supplies	\$11,199.00	\$0.00	\$0.00	\$0.00	0	\$7,030.26	0
Staff Development	\$0.00	\$0.00	\$0.00	\$0.00	0	\$493.82	0
Stipends	\$135,000.00	\$0.00	\$0.00	\$0.00	0	\$105,826.20	0
Testing	\$3,900.00	\$0.00	\$0.00	\$0.00	0	\$2,210.00	0
	<u>\$183,816.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0</u>	<u>\$213,345.42</u>	<u>0.07</u>
Materials & Supplies							
Advertising	\$500.00	\$0.00	\$0.00	\$0.00	0	\$18,752.60	0
Books-Library Collection	\$0.00	\$0.00	\$0.00	\$0.00	0	\$8,295.00	0
Computer Software	\$0.00	\$0.00	\$0.00	\$0.00	0	\$4,833.33	0
Instructional Supplies	\$17,385.00	\$44.62	\$0.00	\$44.62	0.26	\$60,271.88	0
Materials	\$1,515.00	\$0.00	\$0.00	\$0.00	0	\$25,548.98	0
Office Supplies	\$300.00	\$14.08	\$0.00	\$14.08	4.69	\$1,473.56	0
Postage	\$300.00	\$0.00	\$0.00	\$0.00	0	\$391.74	0
Printing	\$400.00	\$4.00	\$0.00	\$4.00	1	\$4,110.85	1.97
Publications & Dues	\$0.00	\$0.00	\$0.00	\$0.00	0	\$6,850.00	0
	<u>\$20,400.00</u>	<u>\$62.70</u>	<u>\$0.00</u>	<u>\$62.70</u>	<u>0.31</u>	<u>\$130,527.94</u>	<u>0.06</u>
Conference & Meeting Exp							
Meeting Expense	\$1,241.00	\$0.00	\$0.00	\$0.00	0	\$9,929.00	0
Registration Fees	\$0.00	\$0.00	\$0.00	\$0.00	0	\$7,507.00	0
Travel-In State	\$200.00	\$0.00	\$0.00	\$0.00	0	\$15,812.81	0
Travel-In State Mileage	\$250.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Travel-Out of State	\$2,500.00	\$0.00	\$2,498.82	\$2,498.82	99.95	\$6,934.08	0
	<u>\$4,191.00</u>	<u>\$0.00</u>	<u>\$2,498.82</u>	<u>\$2,498.82</u>	<u>59.62</u>	<u>\$40,182.89</u>	<u>0</u>
Fixed Charges							
Accounting Services	\$300.00	\$0.00	\$0.00	\$0.00	0	\$3,500.00	0
Equipment Rental	\$4,000.00	\$0.00	\$0.00	\$0.00	0	\$5,164.34	0
Facility Rental	\$19,907.00	\$1,533.00	\$0.00	\$1,533.00	7.7	\$23,169.00	10.11
Indirect Expense	\$17,009.00	\$899.62	\$0.00	\$899.62	5.29	\$34,488.06	4.14
	<u>\$41,216.00</u>	<u>\$2,432.62</u>	<u>\$0.00</u>	<u>\$2,432.62</u>	<u>5.9</u>	<u>\$66,321.40</u>	<u>5.69</u>
Utilities							
Telephone	\$0.00	\$0.00	\$0.00	\$0.00	0	\$2,220.76	0
	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0</u>	<u>\$2,220.76</u>	<u>0</u>
Capital Outlay							
Equipment-Instructional	\$81,276.00	\$0.00	\$0.00	\$0.00	0	\$75,578.47	0
Equipment-Office	\$0.00	\$0.00	\$0.00	\$0.00	0	\$4,184.76	0

Expenses by Fund

	Budget 1718	Actual YTD as of 7/31/2017	Encumbered as of 7/31/2017	Total Expenses YTD	%	Prior YTD Expenses	Pr YTD %
Fund 06-Restricted Purposes Fund							
Capital Outlay							
	\$81,276.00	\$0.00	\$0.00	\$0.00	0	\$79,763.23	0
Financial Aid Expense							
Financial Aid	\$6,858,331.00	\$315,677.48	\$0.00	\$315,677.48	4.6	\$6,478,480.84	3.16
	\$6,858,331.00	\$315,677.48	\$0.00	\$315,677.48	4.6	\$6,478,480.84	3.16
Total Expense Fund 06	\$7,397,991.17	\$361,800.35	\$2,498.82	\$364,299.17	4.92	\$7,943,325.27	3.39
Fund 10-Trust & Agency Fund							
Contractual Services							
Contractual-Other	\$51,675.00	\$0.00	\$0.00	\$0.00	0	\$23,225.32	0
Meals	\$500.00	\$0.00	\$0.00	\$0.00	0	\$450.00	0
Student Development	\$0.00	\$0.00	\$0.00	\$0.00	0	\$538.28	0
	\$52,175.00	\$0.00	\$0.00	\$0.00	0	\$24,213.60	0
Materials & Supplies							
Advertising	\$0.00	\$0.00	\$0.00	\$0.00	0	\$29.99	0
Event Expense	\$40,679.00	\$0.00	\$0.00	\$0.00	0	\$8,419.82	0
Materials	\$750.00	\$0.00	\$376.99	\$376.99	50.27	\$6,747.90	2.49
Office Supplies	\$0.00	\$290.70	\$0.00	\$290.70	0	\$696.48	1.82
Postage	\$150.00	\$0.00	\$0.00	\$0.00	0	\$454.08	0
Printing	\$150.00	\$0.00	\$0.00	\$0.00	0	\$6,229.47	22.34
Publications & Dues	\$0.00	\$0.00	\$0.00	\$0.00	0	\$3,194.00	1.57
	\$41,729.00	\$290.70	\$376.99	\$667.69	1.6	\$25,771.74	6.3
Conference & Meeting Exp							
Meeting Expense	\$1,575.00	\$0.00	\$0.00	\$0.00	0	\$4,997.08	0
Registration Fees	\$0.00	\$0.00	\$0.00	\$0.00	0	\$2,583.00	0
Travel-In State	\$0.00	\$0.00	\$0.00	\$0.00	0	\$5,395.00	0
Travel-Out of State	\$0.00	\$0.00	\$0.00	\$0.00	0	\$443.00	0
	\$1,575.00	\$0.00	\$0.00	\$0.00	0	\$13,418.08	0
Other Expense							
Donations/Gifts	\$0.00	\$0.00	\$0.00	\$0.00	0	\$3,974.90	0
Expense-Other	\$0.00	\$0.00	\$0.00	\$0.00	0	\$45.00	0
	\$0.00	\$0.00	\$0.00	\$0.00	0	\$4,019.90	0
Total Expense Fund 10	\$95,479.00	\$290.70	\$376.99	\$667.69	0.7	\$67,423.32	2.41
Fund 11-Audit Fund							
Salaries							
Administrative Staff Sal	\$6,794.00	\$399.81	\$0.00	\$399.81	5.88	\$13,352.95	8.2
Professional/Tech Salary	\$4,050.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
	\$10,844.00	\$399.81	\$0.00	\$399.81	3.69	\$13,352.95	8.2
Employee Benefits							
Group Dental Ins	\$100.00	\$5.51	\$0.00	\$5.51	5.51	\$100.08	8.33
Group LTD Ins	\$27.00	\$1.42	\$0.00	\$1.42	5.26	\$32.97	0
Group Life Ins	\$44.00	\$2.31	\$0.00	\$2.31	5.25	\$53.54	0
Group Medical Ins	\$3,131.00	\$156.28	\$0.00	\$156.28	4.99	\$2,885.84	7.62
Medicare	\$0.00	\$4.73	\$0.00	\$4.73	0	\$176.06	8.37
SURS-RetireeHealthContri	\$54.00	\$2.00	\$0.00	\$2.00	3.7	\$66.25	8.3
	\$3,356.00	\$172.25	\$0.00	\$172.25	5.13	\$3,314.74	7.5
Contractual Services							
Audit Services	\$46,600.00	\$0.00	\$0.00	\$0.00	0	\$45,200.00	0
	\$46,600.00	\$0.00	\$0.00	\$0.00	0	\$45,200.00	0

Expenses by Fund

	Budget 1718	Actual YTD as of 7/31/2017	Encumbered as of 7/31/2017	Total Expenses YTD	%	Prior YTD Expenses	Pr YTD %
Fund 11-Audit Fund							
Total Expense Fund 11	\$60,800.00	\$572.06	\$0.00	\$572.06	0.94	\$61,867.69	2.17
Fund 12-Liab,Protect,Settlement							
Salaries							
Administrative Staff Sal	\$298,552.00	\$17,095.45	\$0.00	\$17,095.45	5.73	\$318,536.18	8.48
Custodial, Maint Stf Sal	\$125,005.00	\$3,150.89	\$0.00	\$3,150.89	2.52	\$125,460.68	8.03
F/T Classified Salary	\$0.00	\$0.00	\$0.00	\$0.00	0	\$1,099.36	9.09
Professional/Tech Salary	\$121,921.00	\$4,734.19	\$0.00	\$4,734.19	3.88	\$127,822.69	8.24
Professional/Tech-PT	\$0.00	\$0.00	\$0.00	\$0.00	0	\$6,559.89	5.91
Supervisory Staff Salary	\$46,705.00	\$621.76	\$0.00	\$621.76	1.33	\$58,151.67	8.04
	<u>\$592,183.00</u>	<u>\$25,602.29</u>	<u>\$0.00</u>	<u>\$25,602.29</u>	<u>4.32</u>	<u>\$637,630.47</u>	<u>8.28</u>
Employee Benefits							
FICA-Social Security	\$15,000.00	\$654.26	\$0.00	\$654.26	4.36	\$8,989.42	8.01
Group Dental Ins	\$4,033.00	\$213.09	\$0.00	\$213.09	5.28	\$4,354.05	8.89
Group LTD Ins	\$1,480.00	\$82.96	\$0.00	\$82.96	5.61	\$1,507.74	7.82
Group Life Ins	\$2,416.00	\$135.38	\$0.00	\$135.38	5.6	\$2,486.49	7.78
Group Medical Ins	\$137,679.00	\$6,570.42	\$0.00	\$6,570.42	4.77	\$128,988.82	7.69
Medicare	\$130,000.00	\$11,022.87	\$0.00	\$11,022.87	8.48	\$157,823.74	7.68
SURS-RetireeHealthContri	\$2,961.00	\$127.16	\$0.00	\$127.16	4.29	\$3,119.85	8.05
Unemployment Insurance	\$75,000.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
	<u>\$368,569.00</u>	<u>\$18,806.14</u>	<u>\$0.00</u>	<u>\$18,806.14</u>	<u>5.1</u>	<u>\$307,270.11</u>	<u>7.71</u>
Contractual Services							
Contractual-Other	\$1,000.00	\$1,558.95	\$3,061.05	\$4,620.00	462	\$2,308.95	0
Custodial Services	\$16,350.00	\$3,404.50	\$12,937.10	\$16,341.60	99.95	\$29,138.50	0
Grounds Maintenance	\$0.00	\$0.00	\$0.00	\$0.00	0	\$2,763.60	0
Legal Services-Admin	\$25,000.00	\$0.00	\$0.00	\$0.00	0	\$47,925.83	0
Security	\$227,880.00	\$4,035.15	\$223,844.85	\$227,880.00	100	\$215,319.63	1.96
	<u>\$270,230.00</u>	<u>\$8,998.60</u>	<u>\$239,843.00</u>	<u>\$248,841.60</u>	<u>92.09</u>	<u>\$297,456.51</u>	<u>1.42</u>
Materials & Supplies							
Computer Software	\$3,250.00	\$3,240.00	\$0.00	\$3,240.00	99.69	\$6,497.08	49.87
Materials	\$4,300.00	\$0.00	\$0.00	\$0.00	0	\$1,362.65	0
Printing	\$100.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
	<u>\$7,650.00</u>	<u>\$3,240.00</u>	<u>\$0.00</u>	<u>\$3,240.00</u>	<u>42.35</u>	<u>\$7,859.73</u>	<u>41.22</u>
Conference & Meeting Exp							
Meeting Expense	\$250.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Registration Fees	\$1,000.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
Travel-In State	\$2,000.00	\$0.00	\$420.00	\$420.00	21	\$0.00	0
	<u>\$3,250.00</u>	<u>\$0.00</u>	<u>\$420.00</u>	<u>\$420.00</u>	<u>12.92</u>	<u>\$0.00</u>	<u>0</u>
Fixed Charges							
General Insurance	\$250,000.00	\$36,656.09	\$41,224.00	\$77,880.09	31.15	\$234,280.22	15.05
	<u>\$250,000.00</u>	<u>\$36,656.09</u>	<u>\$41,224.00</u>	<u>\$77,880.09</u>	<u>31.15</u>	<u>\$234,280.22</u>	<u>15.05</u>
Capital Outlay							
Equipment-Service	\$5,000.00	\$0.00	\$0.00	\$0.00	0	\$0.00	0
	<u>\$5,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>0</u>	<u>\$0.00</u>	<u>0</u>
Total Expense Fund 12	\$1,496,882.00	\$93,303.12	\$281,487.00	\$374,790.12	25.04	\$1,484,497.04	8.03
Total Expenses	\$32,340,367.17	\$1,695,384.53	\$945,230.52	\$2,640,615.05	8.17	\$30,670,479.10	5.36

Auxiliary Enterprises Revenue & Expenses

JULY 1718

	Actual Revenue	Budget Revenue	Actual Expenses	Budget Expenses	Net Actual	Net Budget
Community Events						
6014 -Dance Productions	\$0.00	\$26,000.00	\$569.28	\$21,335.00	(\$569.28)	\$4,665.00
6030 -Misc Events	\$0.00	\$15,000.00	\$0.00	\$1,200.00	\$0.00	\$13,800.00
6019 -Admin Outdoor Events	\$0.00	\$25,650.00	\$2,466.89	\$34,115.00	(\$2,466.89)	(\$8,465.00)
6020 -Farm Progress Show	\$0.00	\$0.00	\$0.00	\$10,000.00	\$0.00	(\$10,000.00)
	<u>\$0.00</u>	<u>\$66,650.00</u>	<u>\$3,036.17</u>	<u>\$66,650.00</u>	<u>(\$3,036.17)</u>	<u>\$0.00</u>
Continuing & Professional Education						
6000 -Administration-CPED	\$1,533.00	\$70,000.00	\$15,673.89	\$111,672.00	(\$14,140.89)	(\$41,672.00)
6001 -CDL	\$55,925.00	\$185,500.00	\$8,619.56	\$159,803.00	\$47,305.44	\$25,697.00
6002 -Computer & Technology	\$3,890.00	\$5,300.00	\$1,458.38	\$16,923.00	\$2,431.62	(\$11,623.00)
6013 -Culinary Arts	\$5,835.00	\$12,500.00	\$2,737.67	\$9,453.00	\$3,097.33	\$3,047.00
6003 -Dance	\$7,040.20	\$48,000.00	\$3,044.13	\$41,589.00	\$3,996.07	\$6,411.00
6004 -Hobby & Leisure	\$9,808.00	\$38,150.00	\$7,227.04	\$68,023.00	\$2,580.96	(\$29,873.00)
6027 -Manufacturing Camp	\$0.00	\$15,000.00	\$6,736.28	\$15,000.00	(\$6,736.28)	\$0.00
6007 -Safety-Industrial	\$5,036.00	\$159,000.00	\$7,084.41	\$136,351.00	(\$2,048.41)	\$22,649.00
6008 -Shilling Rentals	\$1,785.00	\$31,800.00	\$1,317.23	\$20,336.00	\$467.77	\$11,464.00
	<u>\$90,852.20</u>	<u>\$565,250.00</u>	<u>\$53,898.59</u>	<u>\$579,150.00</u>	<u>\$36,953.61</u>	<u>(\$13,900.00)</u>
Culinary						
8915 -Misc Culinary Events	\$0.00	\$3,000.00	\$0.00	\$3,000.00	\$0.00	\$0.00
8907 -Bistro 537	\$5,087.96	\$73,000.00	\$4,056.10	\$73,000.00	\$1,031.86	\$0.00
8908 -Coffee House	\$671.42	\$36,100.00	\$979.80	\$36,100.00	(\$308.38)	\$0.00
	<u>\$5,759.38</u>	<u>\$112,100.00</u>	<u>\$5,035.90</u>	<u>\$112,100.00</u>	<u>\$723.48</u>	<u>\$0.00</u>
Fitness Center						
0000 -Fitness Center	\$5,466.00	\$84,629.00	\$4,981.84	\$84,629.00	\$484.16	\$0.00
	<u>\$5,466.00</u>	<u>\$84,629.00</u>	<u>\$4,981.84</u>	<u>\$84,629.00</u>	<u>\$484.16</u>	<u>\$0.00</u>
Horticulture						
9099 -Produce Market	\$953.00	\$5,500.00	\$0.00	\$5,500.00	\$953.00	\$0.00
4503 -Garden Center	\$0.00	\$21,480.00	\$0.00	\$21,480.00	\$0.00	\$0.00
	<u>\$953.00</u>	<u>\$26,980.00</u>	<u>\$0.00</u>	<u>\$26,980.00</u>	<u>\$953.00</u>	<u>\$0.00</u>
Traffic Safety School						
6009 -Traffic Safety	\$2,045.00	\$29,450.00	\$1,013.27	\$29,450.00	\$1,031.73	\$0.00
	<u>\$2,045.00</u>	<u>\$29,450.00</u>	<u>\$1,013.27</u>	<u>\$29,450.00</u>	<u>\$1,031.73</u>	<u>\$0.00</u>

Restricted Purposes Fund Revenue & Expenses

JULY 1718

			Budget	Actual Revenue	Actual Expenses	Encumbered Expenses	Net
GRANTS							
Federally Funded Grants							
11117-ADM Sequestration Grant	7/1/2010	12/31/2017	\$0.00	\$0.00	\$4,987.91	\$0.00	(\$4,987.91)
11615-Intelligent Monitor Sys	10/2/2015	9/30/2018	\$0.00	\$0.00	\$427.67	\$0.00	(\$427.67)
11780-TRIO Grant	9/1/2016	8/31/2017	\$0.00	\$0.00	\$16,898.25	\$0.00	(\$16,898.25)
Federally Funded through State							
11812-Carl Perkins-ICCB	6/1/2017	6/3/2018	\$185,458.38	\$0.00	\$3,131.74	\$2,498.82	\$179,827.82
Locally Funded Grants							
11782-Math Boot Camp SU17	4/1/2017	8/31/2017	\$680.00	\$0.00	\$405.16	\$0.00	\$274.84
RCC Restricted Programs							
11458-Project READ			\$0.00	\$5,000.00	\$7,438.67	\$0.00	(\$7,438.67)
EQUI -Reserved for Equipment			\$0.00	\$90.88	\$0.00	\$0.00	\$0.00
State Funded Grants							
11754-Adult Ed Performance	7/1/2016	12/31/2017	\$0.00	\$57,210.00	\$0.00	\$0.00	\$0.00
11772-Adult Ed State Basic	7/1/2016	12/31/2017	\$0.00	\$95,770.00	\$4.68	\$0.00	(\$4.68)
11781-Bridging the Gap Grant	11/1/2016	12/31/2017	\$16,803.79	\$0.00	\$0.00	\$0.00	\$16,803.79
11818-Hwy Construct Career Grt	6/1/2017	6/30/2018	\$354,400.00	\$0.00	\$6,436.46	\$0.00	\$347,963.54
11864-SOS Literacy Grant	6/1/2017	6/30/2018	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total			\$557,342.17	\$158,070.88	\$39,730.54	\$2,498.82	\$515,112.81

Bills for Ratification

July 2017

Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
ACCT						
	Publications & Dues	Board of Trustees	\$3,240.00	\$3,240.00		
ACEN						
	Contractual-Other	Grant-Non-Administration	\$8,235.00			\$8,235.00
AFLAC						
	AFLAC		\$748.14	\$748.14		
	AFLAC		\$596.76	\$596.76		
AT&T						
	Telephone	Utilities	\$754.22		\$754.22	
	Telephone	Utilities	\$660.72		\$660.72	
	Telephone	Fairview Plaza O&M	\$13.51		\$13.51	
	Telephone	Utilities	\$632.57		\$632.57	
	Telephone	Fairview Plaza O&M	\$175.98		\$175.98	
	Telephone	Community Service	\$40.00			\$40.00
	Telephone	Utilities	\$133.40		\$133.40	
	Telephone	Community Service	\$46.30			\$46.30
AcuPrint Inc dba AP Technology						
	Admin Computer-Maint	Administrative Info Syst	\$795.00	\$795.00		
Advanced Disposal Services						
	Refuse Disposal	Outdoor Exposition SpcEv	\$61.63			\$61.63
	Refuse Disposal	Utilities	\$1,428.23		\$1,428.23	
	Refuse Disposal	Utilities	\$1,438.25		\$1,438.25	
Airgas-Mid America						
	Instructional Supplies	Collision Repair Tech	\$67.40	\$67.40		
Airweld Industrial Gases						
	Instructional Supplies	Welding-Technical Occ	\$39.78	\$39.78		
	Instructional Supplies	Welding-Technical Occ	\$99.80	\$99.80		
AmerenIP						
	Electricity and Nat Gas	Macon Co Soil & Water Bd	\$220.69		\$220.69	
	Telephone	Utilities	\$61.67		\$61.67	
	Electricity and Nat Gas	Sequestration Bldg O&M	\$91.00		\$91.00	
	Electricity and Nat Gas	Utilities	\$24.66		\$24.66	
	Electricity and Nat Gas	Utilities	\$143.34		\$143.34	
	Electricity and Nat Gas	Clinton Center O&M	\$50.64		\$50.64	
	Electricity and Nat Gas	Clinton Center O&M	\$259.71		\$259.71	
	Electricity and Nat Gas	Utilities	\$4,708.37		\$4,708.37	
	Electricity and Nat Gas	Utilities	\$94.32		\$94.32	
	Electricity and Nat Gas	Macon Co Soil & Water Bd	\$93.19		\$93.19	
	Electricity and Nat Gas	Fairview Plaza O&M	\$84.98		\$84.98	
	Electricity and Nat Gas	Utilities	\$159.36		\$159.36	
	Electricity and Nat Gas	Utilities	\$467.32		\$467.32	
	Electricity and Nat Gas	Workforce Development Ct	\$2,036.56		\$2,036.56	
Aramark - AUS St Louis MC						
	Uniforms	Maintenance	\$56.00		\$56.00	
	Uniforms	Maintenance	\$71.50		\$71.50	
Aramark Corporation						
	Meals	Child Care Services	\$1,072.26			\$1,072.26
Area Disposal Service Inc						
	Refuse Disposal	Clinton Center O&M	\$66.10		\$66.10	
Arthur J Gallagher Risk Services						
	General Insurance	Liab Protection & Settle	\$5,389.00			\$5,389.00
	General Insurance	Liab Protection & Settle	\$4,383.00			\$4,383.00
	General Insurance	Liab Protection & Settle	\$2,556.00			\$2,556.00
	General Insurance	Liab Protection & Settle	\$4,137.00			\$4,137.00
	General Insurance	Liab Protection & Settle	\$6,600.00			\$6,600.00
	General Insurance	Liab Protection & Settle	\$784.00			\$784.00
	General Insurance	Liab Protection & Settle	\$1,225.00			\$1,225.00
	General Insurance	Liab Protection & Settle	\$968.00			\$968.00
B & A Screenprinting						
	RCC Foundation A/R		\$129.90	\$129.90		
	Advertising	Presidents Office	\$86.75	\$86.75		
BLDD Architects Inc						
	Equipment-Office	Renovations / Remodeling	\$1,743.13			\$1,743.13
	Accrued Expenses		\$9,660.66			\$9,660.66
BLH Computers Inc						
	Refuse Disposal	Maintenance	\$82.75		\$82.75	
BLR						
	Publications & Dues	Human Resources	\$497.00	\$497.00		
BearMail Co						
	Postage	Admission & Recruitment	\$77.24	\$77.24		
	Postage	Advising and Records	\$3.68	\$3.68		
	Accrued Expenses		\$111.32			\$111.32
	Heartland Academy Recv		\$4.60	\$4.60		

Bills for Ratification

July 2017

Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
BearMail Co	Other Current Obligation		\$89.24			\$89.24
	Other Receivables		\$6.51	\$6.51		
	RCC Foundation A/R		\$56.73	\$56.73		
	Postage	Business Office	\$706.70	\$706.70		
	Postage	Club Expenses	\$1.40			\$1.40
	Postage	Club Expenses	\$7.57			\$7.57
	Postage	Continuing&ProfEdAdmin	\$59.64			\$59.64
	Postage	Fin Aid & Vet Affairs	\$110.93	\$110.93		
	Postage	General Expenses	\$310.68	\$310.68		
	Postage	LRC	\$17.45	\$17.45		
	Postage	NonCredit	\$100.74			\$100.74
	Postage	Outdoor Exposition SpcEv	\$0.46			\$0.46
	Postage	Presidents Office	\$19.65	\$19.65		
Beck's Studio	Inventory-CentralStores		\$25.00	\$25.00		
	Inventory-CentralStores		\$45.00	\$45.00		
Becker, Samantha Christine	Student Tuition Rec		\$406.68	\$406.68		
Boaden, Jacquelyn Renee	Contractual-Other	NonCredit	\$270.00			\$270.00
Book, Frederick P	Student Tuition Rec		\$65.00	\$65.00		
BrickStreet Mutual Insurance	General Insurance	Liab Protection & Settle	\$10,306.00			\$10,306.00
Brown, Britt A	Accrued Expenses		\$537.96	\$537.96		
Brush College LLC	Credit Card Clearing		\$45.18	\$45.18		
	Expense-Other	General Expenses	\$500.00	\$500.00		
Burdick Plumbing & Heating Co, I	Equip Repair/Maint Agree	Maintenance	\$2,529.90		\$2,529.90	
Bushue Human Resources Inc	Contractual-Other	Human Resources	\$147.00	\$147.00		
CDS Office Technologies	Printing	Copiers	\$587.23	\$587.23		
	Printing	Copiers	\$696.34	\$696.34		
CDWG Government Inc	Materials	Academic Lab Support	\$117.00	\$117.00		
	Heartland Acadamy Recv		\$187.52	\$187.52		
	Materials	LRC Audio Visual	\$27.80	\$27.80		
	Heartland Acadamy Recv		\$234.56	\$234.56		
	Materials	LRC Audio Visual	\$44.14	\$44.14		
CQIN Treasury	Prepaid Expenses		\$5,565.00	\$5,565.00		
Castro, Jackson Richard	Student Tuition Rec		\$65.00	\$65.00		
Central Illinois Jobs.com	Advertising	Human Resources	\$29.99			\$29.99
Chef Revival	Fees Pass Thru Culinary		\$42.71	\$42.71		
City of Clinton Water	Water,Sewage	Clinton Center O&M	\$21.44		\$21.44	
City of Decatur	Accrued Sales Tax		\$62.91			\$62.91
	Accrued Sales Tax		\$11.42			\$11.42
City of Decatur IL	Water,Sewage	Utilities	\$377.36		\$377.36	
	Water,Sewage	Utilities	\$1,145.45		\$1,145.45	
	Water,Sewage	Utilities	\$308.30		\$308.30	
	Water,Sewage	Utilities	\$1,055.85		\$1,055.85	
	Water,Sewage	Utilities	\$404.80		\$404.80	
	Water,Sewage	Macon Co Soil & Water Bd	\$156.18		\$156.18	
	Water,Sewage	Fairview Plaza O&M	\$41.96		\$41.96	
	Water,Sewage	CSI Building O&M	\$69.16		\$69.16	
	Water,Sewage	Sequestration Bldg O&M	\$186.05		\$186.05	
Cliff, Cleopatra J	Student Tuition Rec		\$200.00	\$200.00		
Clinton RCC LLC	Facility Rental	Clinton Center O&M	\$6,523.55		\$6,523.55	
Comcast	Materials	LRC Audio Visual	\$53.91	\$53.91		
	Internet	Fairview Plaza O&M	\$154.35		\$154.35	

Bills for Ratification

July 2017

Vendor Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Commerce Bank Leasing					
Install Pymt Lease/Purch	Telecommunications	\$44,734.93		\$44,734.93	
Interest Expense	Telecommunications	\$2,093.58		\$2,093.58	
Competitive Edge Software Inc					
Computer Software	Liab Protection & Settle	\$3,240.00			\$3,240.00
Confidential On-Site Paper					
Contractual-Other	General Expenses	\$225.11	\$225.11		
Consociate Group					
Group Insurance		\$27,704.09	\$27,704.09		
Health Insurance		\$170,289.40	\$170,289.40		
Contractual-Other	Human Resources	\$231.00	\$231.00		
Constellation NewEnergy Gas					
Electricity and Nat Gas	Fairview Plaza O&M	\$8.97		\$8.97	
Electricity and Nat Gas	Macon Co Soil & Water Bd	\$25.74		\$25.74	
Electricity and Nat Gas	Utilities	\$75.13		\$75.13	
Electricity and Nat Gas	Workforce Development Ct	\$114.78		\$114.78	
Electricity and Nat Gas	Utilities	\$180.80		\$180.80	
Electricity and Nat Gas	Utilities	\$315.38		\$315.38	
Crews, Denise,, Dr					
Telephone	VP Academic Services	\$60.00	\$60.00		
Travel-In State	VP Academic Services	\$112.35	\$112.35		
Cromwell Radio Group Inc					
Advertising	Marketing	\$693.00	\$693.00		
Decatur Tribune					
Publications & Dues	LRC	\$40.00	\$40.00		
Dunker Electric					
Maintenance Supplies	Maintenance	\$42.05		\$42.05	
Dunning, Wayne					
Travel-In State	Board of Trustees	\$56.71	\$56.71		
Dynagraphics Inc					
Printing	Human Resources	\$35.91	\$35.91		
Printing	Academic Lab Support	\$32.40	\$32.40		
Printing	Math Enrichment Center	\$32.41	\$32.41		
Printing	Admission & Recruitment	\$32.40	\$32.40		
Printing	Board of Trustees	\$64.82	\$64.82		
Printing	Dean-Health Professions	\$32.40	\$32.40		
EBSCO					
Publications & Dues	LRC	\$4,982.35	\$4,982.35		
Elan Corporate Payment					
Credit Card Pmt Clearing		\$17,529.08	\$17,529.08		
Elliott, Chad P					
Student Tuition Rec		\$65.00	\$65.00		
Evans Recycling Inc					
Refuse Disposal	Utilities	\$90.00		\$90.00	
Refuse Disposal	Utilities	\$750.00		\$750.00	
Evergreen FS-Stephens #24					
Vehicle Expense	College Vehicle	\$1,244.31		\$1,244.31	
Fairview Park Plaza LLC					
Facility Rental	Fairview Plaza O&M	\$4,615.92		\$4,615.92	
Fidelity Investments					
Misc Deductions		\$400.00	\$400.00		
Misc Deductions		\$400.00	\$400.00		
Firm Systems					
Fees Pass Thru Backgrnd		\$1,120.00	\$1,120.00		
FirstEnergy Solutions					
Electricity and Nat Gas	Macon Co Soil & Water Bd	\$205.25		\$205.25	
Electricity and Nat Gas	Utilities	\$116.54		\$116.54	
Electricity and Nat Gas	Utilities	\$19.77		\$19.77	
Electricity and Nat Gas	Sequestration Bldg O&M	\$321.75		\$321.75	
Electricity and Nat Gas	Utilities	\$14,495.02		\$14,495.02	
Electricity and Nat Gas	Workforce Development Ct	\$1,808.90		\$1,808.90	
Franczek Radelet					
Legal Services-Admin	Board of Trustees	\$278.18	\$278.18		
Frontier					
Telephone	Clinton Center O&M	\$137.52		\$137.52	
Funches, LaKeyya					
Contractual-Other	NonCredit	\$296.25			\$296.25
G J Builders Hardware Inc					
Maintenance Supplies	Maintenance	\$35.00		\$35.00	
Garratt-Callahan					
Maintenance Supplies	Maintenance	\$2,277.00		\$2,277.00	
Goodman, Vivian T					
Telephone	CommunityService	\$90.00			\$90.00

Bills for Ratification

July 2017

Vendor Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Goodman, Vivian T					
Travel-In State	CommunityService	\$95.44			\$95.44
Travel-In State	CommunityService	\$221.00			\$221.00
Government Finance Officers					
Publications & Dues	Business Office	\$280.00	\$280.00		
Green Media Service Inc					
Advertising	Marketing	\$580.00	\$580.00		
Greg Hahn Heating and Air					
Equip Repair/Maint Agree	Maintenance	\$80.00		\$80.00	
Equip Repair/Maint Agree	Maintenance	\$180.21		\$180.21	
Equip Repair/Maint Agree	Maintenance	\$2,144.29		\$2,144.29	
Equip Repair/Maint Agree	Maintenance	\$440.22		\$440.22	
Grimm, Susan					
Travel-In State Mileage	Radiology Tech-Hlth Occ	\$96.30	\$96.30		
Travel-In State Mileage	Radiology Tech-Hlth Occ	\$96.30	\$96.30		
HR Performance Solutions					
Computer Software	Academic Lab Support	\$3,764.50	\$3,764.50		
Prepaid Expenses		\$3,764.50	\$3,764.50		
Harless, Michael Eugene					
Student Tuition Rec		\$1,875.00	\$1,875.00		
Harrison, Michelle					
Student Tuition Rec		\$65.00	\$65.00		
Heritage Wine Cellars Ltd					
Instructional Supplies	Bistro 537	\$680.00			\$680.00
Higher Learning Commission					
Publications & Dues	General Expenses	\$4,976.40	\$4,976.40		
Hoffmann, Anna					
Student Tuition Rec		\$25.00	\$25.00		
Student Tuition Rec		\$35.00	\$35.00		
ICCB					
Publications & Dues	Online Learning	\$500.00	\$500.00		
ICCCSSO					
Registration Fees	VP Student Success	\$25.00	\$25.00		
ICCET					
Publications & Dues	NonCredit	\$30.00			\$30.00
ICCTA					
Publications & Dues	Board of Trustees	\$4,626.00	\$4,626.00		
Inceptia					
Publications & Dues	VP Student Success	\$237.60	\$237.60		
Jan Master Cleaning Services Inc					
Custodial Services	Custodial	\$30,930.50		\$30,930.50	
Custodial Services	Liab Protection & Settle	\$3,404.50			\$3,404.50
Jason's Lawn Care					
Grounds Maintenance	Clinton Center O&M	\$320.00		\$320.00	
Jennings Implement Co					
Equip Repair/Maint Agree	Grounds	\$2,043.85		\$2,043.85	
Equip Repair/Maint Agree	Grounds	\$207.12		\$207.12	
Johnson, Demas					
Student Tuition Rec		\$100.00	\$100.00		
Joss, Roger V					
Student Tuition Rec		\$86.00	\$86.00		
KONE Inc					
Equip Repair/Maint Agree	Maintenance	\$352.37		\$352.37	
Kankakee Community College					
Publications & Dues	VP Academic Services	\$50.00	\$50.00		
Kitzmiller, Dennis Dean					
Student Tuition Rec		\$110.00	\$110.00		
Lee Enterprises Inc					
Advertising	Maintenance	\$48.18		\$48.18	
Advertising	Human Resources	\$572.00	\$572.00		
Lowe's Home Centers Inc					
Accrued Expenses		\$758.56			\$758.56
Accrued Expenses		\$3,071.61			\$3,071.61
Maintenance Supplies	Maintenance	\$23.73		\$23.73	
MR Systems Wireless					
Internet	Clinton Center O&M	\$57.00		\$57.00	
Internet	Clinton Center O&M	\$57.00		\$57.00	
Main Street Church of the					
Printing	CommunityService	\$500.00			\$500.00
Mangle Management Systems					
Employee Recognition EAT	Faculty/Staff Relations	\$68.20	\$68.20		
Meeting Expense	Presidents Office	\$130.00	\$130.00		
Meeting Expense	Presidents Office	\$150.00	\$150.00		

Bills for Ratification

July 2017

Vendor	Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Mangle Management Systems						
	Meals	Outdoor Exposition SpcEv	\$1,512.25			\$1,512.25
	Meeting Expense	Presidents Office	\$170.00	\$170.00		
	Non Consumable Supplies	Cafe	\$230.00			\$230.00
	Meals	Outdoor Exposition SpcEv	\$1,311.00			\$1,311.00
McKinney, Glanda	Student Tuition Rec		\$40.00	\$40.00		
Meador, Kamie J	Materials	NonCredit	\$13.56			\$13.56
Melton, Julie Lynn	Internet	Foundation & Development	\$60.00	\$60.00		
Menard Inc						
	Maintenance Supplies	Maintenance	\$84.17		\$84.17	
	Maintenance Supplies	Maintenance	\$6.97		\$6.97	
Mercer Consumer	General Insurance	Liab Protection & Settle	\$357.00			\$357.00
Mid-America Advertising						
	Advertising	Marketing	\$250.00	\$250.00		
Midwest Fiber Inc of Decatur	Refuse Disposal	Utilities	\$90.00		\$90.00	
Munger, Janet W	Student Tuition Rec		\$25.00	\$25.00		
NACUBO						
	Publications & Dues	Business Office	\$250.00	\$250.00		
Napa Auto Parts	Vehicle Expense	College Vehicle	\$2.18		\$2.18	
NewsBank Inc						
	Publications & Dues	LRC	\$2,495.00	\$2,495.00		
Niemann Foods						
	Instructional Supplies	Culinary Arts	\$7.63	\$7.63		
	Instructional Supplies	Culinary Arts	\$15.96	\$15.96		
	Instructional Supplies	Culinary Arts	\$48.18	\$48.18		
	Instructional Supplies	Culinary Arts	\$5.17	\$5.17		
	Instructional Supplies	Culinary Arts	\$8.87	\$8.87		
	Instructional Supplies	Culinary Arts	\$19.78	\$19.78		
	Instructional Supplies	Culinary Arts	\$26.02	\$26.02		
	Instructional Supplies	Culinary Arts	\$77.34	\$77.34		
	Instructional Supplies	Culinary Arts	\$200.95	\$200.95		
O'Reilly Auto Parts						
	Instructional Supplies	Automotive-Tech Occ	\$9.99	\$9.99		
	Instructional Supplies	Automotive-Tech Occ	\$95.72	\$95.72		
	Instructional Supplies	Automotive-Tech Occ	(\$99.54)	(\$99.54)		
	Instructional Supplies	Automotive-Tech Occ	\$1.41	\$1.41		
	Instructional Supplies	Automotive-Tech Occ	\$83.25	\$83.25		
	Instructional Supplies	Automotive-Tech Occ	\$99.54	\$99.54		
	Instructional Supplies	Automotive-Tech Occ	\$106.46	\$106.46		
Office Depot Inc						
	Inventory-CentralStores		\$315.62	\$315.62		
Office Max						
	Inventory-CentralStores		\$126.54	\$126.54		
Oliver, Brooke D	Travel-In State Mileage	Surgical Tech-Health Occ	\$359.52	\$359.52		
	Travel-In State Mileage	Surgical Tech-Health Occ	\$308.16	\$308.16		
Olson, Gabriel J	Student Tuition Rec		\$539.00	\$539.00		
Orv Graham Radio Advertising						
	Advertising	Marketing	\$160.00	\$160.00		
Per Mar Security & Research						
	Security	Liab Protection & Settle	\$4,129.92			\$4,129.92
	Security	Security	\$172.08		\$172.08	
	Security	Liab Protection & Settle	\$4,004.04			\$4,004.04
	Security	Security	\$166.84		\$166.84	
	Security	Liab Protection & Settle	\$4,035.15			\$4,035.15
	Security	Security	\$168.14		\$168.14	
Pride Cleaners						
	Contractual-Other	Culinary Arts	\$86.43	\$86.43		
	Contractual-Other	Culinary Arts	\$39.99	\$39.99		
	Contractual-Other	Culinary Arts	\$59.34	\$59.34		
	Contractual-Other	Culinary Arts	\$60.63	\$60.63		
	Contractual-Other	Culinary Arts	\$19.35	\$19.35		
RCC Bookstore						
	NonTaxBooks-Scholarships		\$157.33	\$157.33		
	Books-GSL/UGSL		\$128.61	\$128.61		

Bills for Ratification

July 2017

Vendor Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
RCC Bookstore					
Pell Taxable Books		\$490.23	\$490.23		
NonTaxBooks-Scholarships		\$1,537.65	\$1,537.65		
NonTaxBooks-Scholarships		\$1,701.85	\$1,701.85		
RCC-Foundation					
Richland Foundation		\$111.66	\$111.66		
Credit Card Clearing		\$2,000.00	\$2,000.00		
Credit Card Clearing		\$25.00	\$25.00		
Richland Foundation		\$111.66	\$111.66		
Revenue-Misc/OtherSource		\$5.00	\$5.00		
Revenue-Misc/OtherSource		\$20.00	\$20.00		
Richland Foundation		\$111.66	\$111.66		
Credit Card Clearing		\$200.00	\$200.00		
Credit Card Clearing		\$300.00	\$300.00		
Credit Card Clearing		\$2,000.00	\$2,000.00		
Reliance Standard					
LTD Insurance		\$1,659.98	\$1,659.98		
Life Insurance		\$2,709.10	\$2,709.10		
Supplemental Life Insur		\$1,362.97	\$1,362.97		
Resource One					
Building Improvements	Renovations / Remodeling	\$544.68			\$544.68
Respondus Inc					
Computer Software	Networking Support	\$1,695.00	\$1,695.00		
Robert's Sysco Inc					
Instructional Supplies	Culinary Arts	\$644.08	\$644.08		
Instructional Supplies	Culinary Arts	\$938.98	\$938.98		
Snacks and Milk	Child Care Services	(\$8.00)			(\$8.00)
Instructional Supplies	Culinary Arts	\$487.18	\$487.18		
Instructional Supplies	Culinary Arts	\$494.10	\$494.10		
Instructional Supplies	Culinary Arts	\$484.51	\$484.51		
Rogers Supply Co					
Office Supplies	Maintenance	\$75.40		\$75.40	
Rotary Club of Decatur #180					
Publications & Dues	Presidents Office	\$165.00	\$165.00		
Rush Truck Leasing					
Install Pymt Lease/Purch	Grounds	\$2,204.68		\$2,204.68	
Ruyle Mechanical Services Inc					
Equip Repair/Maint Agree	Maintenance	\$805.00		\$805.00	
Equip Repair/Maint Agree	Maintenance	\$989.00		\$989.00	
S J Smith Company Inc					
Instructional Supplies	Welding-Technical Occ	\$157.05	\$157.05		
Contractual-Other	Club Expenses	\$10.20			\$10.20
Instructional Supplies	Automotive-Tech Occ	\$20.40	\$20.40		
Instructional Supplies	Human Simulator	\$83.40	\$83.40		
Instructional Supplies	Welding-Technical Occ	\$89.95	\$89.95		
Instructional Supplies	Welding-Technical Occ	\$636.46	\$636.46		
STL Communications Inc					
Contractual-Other	Liab Protection & Settle	\$1,558.95			\$1,558.95
Contractual-Other	Liab Protection & Settle	\$1,558.95			\$1,558.95
Schwalbe, Barry S					
Travel-In State Mileage	Credit	\$70.63			\$70.63
Secretary of State					
Instructional Supplies	Credit	\$50.00			\$50.00
Instructional Supplies	Credit	\$50.00			\$50.00
Instructional Supplies	Credit	\$50.00			\$50.00
Instructional Supplies	Credit	\$50.00			\$50.00
Instructional Supplies	Credit	\$5.00			\$5.00
Instructional Supplies	Credit	\$50.00			\$50.00
Shampine, Kaylee L					
Student Tuition Rec		\$365.82	\$365.82		
Sherwin Williams					
Maintenance Supplies	Maintenance	\$29.60		\$29.60	
Maintenance Supplies	Maintenance	\$34.39		\$34.39	
Maintenance Supplies	Maintenance	\$894.17		\$894.17	
Sherwin Williams Company					
Maintenance Supplies	Maintenance	\$30.87		\$30.87	
Sinclair Digital					
Advertising	Marketing	\$1,300.00	\$1,300.00		
Southern Illinois University-Car					
Fees Pass Thru Nursing		\$1,809.00	\$1,809.00		
Spectrum Janitorial Supply					
Maintenance Supplies	Custodial	\$412.60		\$412.60	
Maintenance Supplies	Custodial	\$534.12		\$534.12	

Bills for Ratification

July 2017

Vendor Account	Center	Amount	Ed Fund	O&M Fund	Other Fund
Spectrum Janitorial Supply					
Maintenance Supplies	Custodial	\$2,382.69		\$2,382.69	
Maintenance Supplies	Custodial	\$246.97		\$246.97	
Maintenance Supplies	Custodial	\$310.40		\$310.40	
Maintenance Supplies	Custodial	\$407.19		\$407.19	
Maintenance Supplies	Custodial	\$598.27		\$598.27	
State Universities Retirement					
SURS 8%		\$770.15	\$770.15		
SURSRetiremtInstallPurch		\$37.19	\$37.19		
SURS 8%		\$1,944.25	\$1,944.25		
SURS 1/2%		\$3,855.70	\$3,855.70		
SURS 8%		\$31,876.22	\$31,876.22		
SURSRetiremtInstallPurch		\$37.19	\$37.19		
SURS 1/2%		\$2,604.40	\$2,604.40		
SURS 8%		\$21,616.21	\$21,616.21		
SURS 1/2%		\$801.82	\$801.82		
SURS 8%		\$1,075.70	\$1,075.70		
SURS 8%		\$7,128.95	\$7,128.95		
SURS 1/2%		\$1,636.30	\$1,636.30		
SURS 8%		\$1,749.77	\$1,749.77		
SURS 8%		\$13,744.18	\$13,744.18		
Stephens, Michelle					
Wage Garnishment Orders		\$111.07	\$111.07		
Striglos Office Equipment					
Inventory-CentralStores		\$24.35	\$24.35		
Sunbelt Rentals					
Receivable-BrushColl LLC		\$36.00	\$36.00		
The Decatur Club					
Publications & Dues	Presidents Office	\$65.00	\$65.00		
The Omni Group					
Bank Service Charges	General Expenses	\$8.00	\$8.00		
U S Postmaster					
Postage	Continuing&ProfEdAdmin	\$5,100.00			\$5,100.00
Underwood, Jim					
Travel-In State	Board of Trustees	\$274.74	\$274.74		
United Parcel Service					
Postage	Business Office	\$6.95	\$6.95		
Postage	Foundation & Development	\$5.96	\$5.96		
Postage	General Expenses	\$95.33	\$95.33		
Postage	Maintenance	\$4.12		\$4.12	
United States Treasury					
EmployeeBenefitsTotal	General Expenses	\$524.61	\$524.61		
United Way of Decatur/Macon					
United Way		\$153.67	\$153.67		
United Way		\$153.67	\$153.67		
United Way		\$153.67	\$153.67		
University of Illinois Payment C					
Publications & Dues	LRC	\$10,275.00	\$10,275.00		
Valdez, Cristobal O					
Telephone	Presidents Office	\$125.00	\$125.00		
Verizon Wireless					
Internet	Presidents Office	\$50.02	\$50.02		
Telephone	Utilities	\$326.11		\$326.11	
Telephone	Utilities	\$188.32		\$188.32	
WDKR Radio Station					
Advertising	Marketing	\$112.50	\$112.50		
WXFM					
Advertising	Marketing	\$112.50	\$112.50		
Wal-Mart					
Materials	Child Care Services	\$82.05			\$82.05
Workforce Investment Solutions					
Contractual-Other	Instruction-Other	\$288.00			\$288.00
Trade Recov Act Aid Rev		\$739.00			\$739.00
Workforce Revenue		\$5,564.00			\$5,564.00
emsi					
Other Receivables		\$6,666.67	\$6,666.67		
RCC Foundation A/R		\$3,333.33	\$3,333.33		
		\$655,514.04	\$405,078.15	\$148,740.48	\$101,695.41

REPORT OF THE PRESIDENT

ITEMS FROM THE BOARD

EXECUTIVE SESSION

Executive Session- August 15, 2017

MOTION FOR CLOSED SESSION

I move that the Board enter into closed session for the purpose of discussing individual employments, as specified in Section 2 (c) (1); for the purpose of discussing collective negotiating matters, as specified in Section 2(c) (2); for discussion of purchase or lease of real property, as specified in Section 2 (c) (5); for discussion of pending or probable litigation, as specified in Section 2(c) (11); and for self –evaluation, as specified in Section 2 (c)(16) of the Open Meetings Act.

Richland Community College is in compliance with Public Act 93-0523, requiring the tape or video recording of all executive sessions.

ADJOURNMENT