



March 2024 Board of Trustees Meeting

March 19, 2024

Board Room

One College Park

Decatur, IL, 62521



Meeting Book - March 2024 Board of Trustees Meeting

March 2024 Board of Trustees Meeting

I. Annual Board Book Calendar

- a. Board Book Annual Calendar 2024.docx

II. Principles of Sustainability

- a. Principles of Sustainability.pdf

III. Innovation and Quality Performance System

- a. Innovation and Quality Performance Strategic Plan Visual updated 11-6-19.pdf

IV. Strategic Plan Priorities

- a. Strategic Plan Priorities Richland Community College 2020 board two-page list.docx

V. The Vision: To be the best and first choice for education.

VI. College Mission: To empower individuals through learning and to forge partnerships that grow communities.

VII. Core Values: Commitment, Respect, Excellence, Integrity and Accountability, and Diversity, Equity, Inclusion, and Belonging

VIII. Convening of the Regular Meeting

- a. Call to Order
- b. Roll Call

IX. Minutes of the Regular Meeting on February 20, 2024

- a. February MINUTES OF BOARD OF TRUSTEES REGULAR MEETING.docx

Needs Action

X. Appearance of Citizens and Introduction of Guests

XI. Written Communications

- a. Personnel Update
 - a. March 2024 Personnel Update.pdf

Kristie
Dawson

XII. Special Reports

- a. Report of ICCTA
- b. Staff Profile/Employee Engagement Monitoring Report

Vicki Carr

Kristie
Dawson

XIII. Report of Student Trustee

Austin Yutzy

- a. March 2024 Student Trustee Report.pdf

XIV. Foundation Report

Julie Melton

Information only

- a. 2024 Key Dates Events.pdf

XV. Consent Agenda

Needs Action

- a. Consent Agenda Memo.doc
- b. Consent Agenda, Sean Dial.docx

XVI. New Business

a. MCLETC Range Reclamation Service Contract

Needs Action

Commander
Jim Getz

- a. March 2024 MCLETC Range Reclamation.docx
- b. Proposal.docx

b. Revision of Board Policy 1.27 - Second Reading

Teena Zindel-
McWilliams

- a. Policy 1.27 memo to Board second reading.docx

XVII. Financial Report

Needs Action

Sheree
Zalanka

- a. Financial Memo.docx
- b. February 2024.pdf

XVIII. Report of the President

XIX. Items from the Board

XX. Executive Session

Needs Action

- a. Executive Session.docx

XXI. Adjournment

RICHLAND COMMUNITY COLLEGE BOARD OF TRUSTEES ANNUAL CALENDAR 2024

JANUARY 2024

Reports
Consent Agenda
College Legal
Contractual
Agreements
New Business
Trustee Training

FEBRUARY 2024

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

MARCH 2024

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 2024

President's Evaluation
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 2024

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

JUNE 2024

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

RICHLAND COMMUNITY COLLEGE BOARD OF TRUSTEES ANNUAL CALDENDAR 2024

JULY 2024

Reports

Consent Agenda

Monitoring Report:
Student Profile

AUGUST 2024

Reports

Institutional year Book
Program Review
Presentation

Consent Agenda

Monitoring Report:
Marketing/Government
& Community Affairs

SEPTEMBER 2024

Reports

Consent Agenda

Annual Foundation
Board Meeting

Monitoring Report:
Physical Plant/Facilities

OCTOBER 2024

Reports

Consent Agenda

**Distribution of audit
Reports – RCC &
Brush College, LLC**

Strategic Plan Quarterly
Update

Monitoring Report:
Academic Profile

NOVEMBER 2024

Reports

Audit Presentation

Consent Agenda

**Calendar of Regular
Meeting of Board of
Trustees**

Old Business

Financial Report

Monitoring Report:
Enrollment and
Financial

DECEMBER 2024

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 best and first choice for education.

College Mission

To empower individuals through learning and to forge partnerships that grow communities.

Core Values

Commitment
Respect
Excellence
Integrity and Accountability
Diversity, Equity, Inclusion, and Belonging

IBHE Public Agenda/ ICCB Reporting				
Strategic Plan	Strategic Plan 2024-2026		Implementation and Performance	Public Accountability
		<p>Goal 1: Transform teaching and learning to improve academic excellence.</p> <p>Strategy A: Promote DEIB faculty professional development by offering four DEIB-focused sessions per year. Strategy B: Promote the importance of student information literacy to faculty. Strategy C: Revise and offer the student information literacy course (CIS 101) and Canvas module to provide increased student access.</p> <p>Goal 2: Bolster and sustain an equitable environment that fosters student success and completion.</p> <p>Strategy A: Boost course and program completion and retention. Strategy B: Enhance the use of campus resources to support students. Strategy C: Ensure equitable outcomes for students. Strategy D: Enhance student engagement in co-curricular activities. Strategy E: Grow enrollment through new and updated pathways. Strategy F: Develop and offer Essential Skills/Trauma-Informed Training for students.</p> <p>Goal 3: Identify and cultivate partnerships to meet the needs of the District communities.</p> <p>Strategy A: Connect with District employers to identify needed skills and collaborate in the delivery of training opportunities. Strategy B: Deliver Essential Skills/Trauma-Informed Training to internal & external stakeholders. Strategy C: Promote training opportunities with internal and external communities to better connect with and inform the District. Strategy D: Implement a single Customer Relationship Management (CRM) system. Strategy E: Deliver data-informed, innovative programs and services that align with the rapidly changing workforce. Strategy F: Expand the impact of the Minority Mentor Protégé Program. Strategy G: Create partnerships to address students' barriers to basic needs, resources, and support.</p> <p>Goal 4: Enhance operational sustainability to meet stakeholder needs.</p> <p>Strategy A: To improve financial policies and procedures to ensure the continued availability of a long-term funding reserve. Strategy B: To support the evolving technology needs of the institution. Strategy C: To formalize or improve policies and procedures that guide Richland's operational sustainability.</p>	<p>Implementation and Performance</p> <p>Program Review and Program/Discipline Viability</p> <p>Annual Budget</p> <p>Implementation and Performance</p>	<p>Public Accountability</p> <p>Monitoring Reports, Reports to ICCB and HLC</p> <p>Annual Strategic Plan Report</p> <p>Public Accountability</p>

Richland Community College 2024-2026 Strategic Plan

Vision: To be the best and first choice for education.

Mission: To empower individuals through learning and to forge partnerships that grow communities.

Core Values: Commitment; Respect; Excellence; Integrity and Accountability; Diversity, Equity, Inclusion, and Belonging.

Goal 1: Transform teaching and learning to improve academic excellence.

- A. Promote DEIB faculty professional development by offering four DEIB-focused sessions per year.
- B. Promote the importance of student information literacy to faculty by offering a minimum of two faculty development sessions in 2024.
- C. Revise and offer the student information literacy course (CIS 101) and Canvas module to provide increased student access.

Goal 2: Bolster and sustain an equitable environment that fosters student success and completion.

- A. Boost course and program completion and retention.
- B. Enhance the use of campus resources to support students.
- C. Ensure equitable outcomes for students.
- D. Enhance student engagement in co-curricular activities for greater success.
- E. Grow enrollment through new and updated pathways.
- F. Develop and offer Essential Skills/Trauma-Informed Training for students.

Goal 3: Identify and cultivate partnerships to meet the needs of the District communities.

- A. Connect with local employers to identify skill gaps and provide training opportunities.
- B. Deliver Essential Skills/Trauma-Informed Training to internal and external stakeholders.
- C. Promote training opportunities with internal and external communities to better connect with and inform the District.
- D. Implement a single Customer Relations Management (CRM) system to track communications and touchpoints with potential students and corporate training customers across all areas of the College.
- E. Deliver data-informed, innovative programs and services that align with the rapidly changing workforce.
- F. Expand the impact of the Minority Mentor Protégé Program.
- G. Create partnerships to address students' barriers to basic needs, resources, and support.

Goal 4: Enhance operational sustainability to meet stakeholder needs.

- A. To improve financial policies and procedures to ensure the continued availability of a long-term funding reserve.
- B. To support the evolving technology needs of the institution.
- C. To formalize or improve upon policies and procedures that guide Richland's operational sustainability initiatives.

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

February 20, 2024

CONVENING OF THE MEETING

Call to Order

The regular meeting was called to order at 5:31 p.m. Tuesday, February 20, 2024, in the Board Room of Richland Community College by Chairwoman Carr. Chairwoman Carr also recited the College Vision, Mission, and Core Values.

Roll Call

Trustees Present: Tom Ritter, Vicki Carr, Dale Colee, Marcy Rood, Bishop Wayne Dunning, and Dan Diskey

Trustees Absent: Ben Andreas and Austin Yutzky

Also present: Dr. Cris Valdez and other staff members

EXECUTIVE SESSION

Ritter moved to enter into closed session for the purpose of discussing individual employment, 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) (16) of the open Meeting Act. Diskey seconded. Voice vote being all ayes, Chairwoman Carr declared the motion carried.

Meeting convened into closed session at 5:32 p.m.

Meeting reconvened into open session at 6:07 p.m.

MINUTES OF PREVIOUS MEETING

The minutes of the Regular Meeting on January 16, 2024, had been distributed to the Board prior to this meeting.

Ritter moved to approve the minutes of the Regular Meeting on January 16, 2024. Colee seconded. Voice vote being all ayes, Chairwoman Carr declared the motion carried.

APPEARANCE OF CITIZENS AND INTRODUCTION OF GUESTS

Dr. Valdez and the Board of Trustees welcomed those in attendance.

WRITTEN COMMUNICATIONS

Personnel Update

New Employees

Hunter Tuinstra, Temp Full-Time English Instructor, effective 1/16/2024
Paul Lindy, Director of Grants and Sponsored Programs, effective 1/23/24

Changes

Haden Richardson, Pt to Ft Café Supervisor, effective 1/23/24
Jamie Obermeyer, Pt to Ft Health Professions Medical Assistant, effective 1/16/24

Retirements, Resignations, and Terminations

Florence “Kathy” Goldsberry, Library Technical Associate, effective 1/23/24

Readout of White House Convening with Community College President and Provost

Information was provided to the Board of Trustees from Senators Durbin and Duckworth.

SPECIAL REPORTS

REPORT OF ICCTA

Chairwoman Carr gave an updated from the ACCT Legislative Summit in Washington D.C. and reminded the Trustees of the next ICCTA meeting on March 8 in Kankakee.

MONITORING REPORT

Courtney Cason presented the Monitoring Report – EnRich

REPORT OF STUDENT TRUSTEE

The Student Leadership Council Report was in the Board packet as information only.

FOUNDATION REPORT

The Foundation Report and Key Event Dates was placed in the Board packet as information only.

CONSENT AGENDA

A recommendation was made to the Board of Trustees to approve the Consent Agenda, as presented.

Ritter moved to approve the Consent Agenda, as presented. Rood seconded. Roll call vote being all ayes, Chairwoman Carr declared the motion carried.

NEW BUSINESS

RECOMMENDATION FOR CONTINUANCE

The Board of Trustees were asked to approve the Recommendation for Continuance for Laura Phillips, Instructor, Math, George Strohl, Instructor, Automotive Technology, Lindy Bridgman, Instructor Practical Nursing, Jennifer Thomas, Instructor English, Dr. Schuy Weishaar, Associate Professor English, Bradley Curry, Instructor, Engineering Technology, Jennifer Bollinger, Instructor Health Information Technology, and Dr. Ethan Stephenson, Assistant Professor, English, as presented.

Diskey moved to approve the Recommendation for Continuance for Laura Phillips, Instructor, Math, George Strohl, Instructor, Automotive Technology, Lindy Bridgman, Instructor Practical Nursing, Jennifer Thomas, Instructor English, Dr. Schuy Weishaar, Associate Professor English, Bradley Curry, Instructor, Engineering Technology, Jennifer Bollinger, Instructor Health Information Technology, and Dr. Ethan Stephenson, Assistant Professor, English, as presented. Rood seconded. Roll call vote being all ayes, Chairwoman Carr declared the motion carried.

RECOMMENDATION FOR TENURE

The Board of Trustees were asked to approve the Recommendation of Tenure for Greg Marcello, Associate Professor, Biology, Brian Kalata, Associate Professor, Culinary Arts, Dr. Matthew Wiediger, Associate Professor, Psychology, and Bridget Harrison, Instructor, Associate Degree Nursing, as presented.

Bishop Dunning moved to approve the Recommendation for Tenure for Greg Marcello, Associate Professor, Biology, Brian Kalata, Associate Professor, Culinary Arts, Dr. Matthew Wiediger, Associate Professor, Psychology, and Bridget Harrison, Instructor, Associate Degree Nursing, as presented. Ritter seconded. Roll call vote being all ayes, Chairwoman Carr declared the motion carried.

REVISION OF BOARD POLICY 1.27 – FIRST READING

A recent review of Board Policies revealed the need for a revision in Board Policy 1.27, Strategic Plan.

The Higher Learning Commission (HLC) has transitioned from the Academic Quality Improvement Program (AQIP) to the Standard Pathway for accreditation. As a result of that change, following is a proposed revision to the Policy:

The Board of Trustees will adopt and maintain a Strategic Plan on a regular cycle.

The Strategic Plan will be reviewed and aligned with Academic Quality Improvement Program (AQIP) Higher Learning Commission (HLC) planning principles and Criteria for Accreditation and will be a component in driving the annual budget process. Development of the multi-year Plan with identified Goals and Strategies and regular reporting review and modification of the Strategic Plan will be a collaborative effort involving the faculty, staff, and students.

The revision language was reviewed by College Council and President's Cabinet.

This is the first reading for proposed changes; no action is needed.

RICHLAND COMMUNITY COLLEGE 2024-2026 STRATEGIC PLAN

A recommendation was made to the Board of Trustees to adopt the Richland Community College 2024-2026 Strategic Plan, as presented.

Bishop Dunning moved to adopt the Richland Community College 2024-2026 Strategic Plan, as presented. Rood seconded. Roll call vote being all ayes, Chairwoman Carr declared the motion carried.

TUITION RECOMMENDATION FOR FISCAL YEAR 2025

A recommendation was made to the Board of Trustees set the Academic Year 2024-2025 tuition per credit hour for the standard in-district tuition rate at \$142.00, the in-state out-of-district tuition rate at \$346.00, the out-of-state tuition rate at \$555.00, the chargeback rate at \$376.00, the online tuition rate at \$178.00, the variable tuition rate for designated Health Professions classes at \$170.00, the standard fee at \$14.00 per credit hour, and reauthorize the practice of charging in-district tuition to students who live out of district and are attending an in-district educational institution, as presented.

Rood moved to accept the tuition rated for Fiscal Year 2025: tuition per credit hour for the standard in-district tuition rate at \$142.00, the in-state out-of-district tuition rate at \$346.00, the out-of-state tuition rate at \$555.00, the chargeback rate at \$376.00, the online tuition rate at \$178.00, the variable tuition rate for designated Health Professions classes at \$170.00, the standard fee at \$14.00 per credit hour, and reauthorize the practice of charging in-district tuition to students who live out of district and are

attending an in-district educational institution, as presented. Diskey seconded. Roll call vote being all ayes, Chairwoman Carr declared the motion carried.

FY25 GENERAL AND COURSE FEES

A recommendation was made to the Board of Trustees to approve the fee schedule to be applied starting with the Summer 2024 semester, as presented.

Rood moved to approve the fee schedule to be applied starting with the Summer 2024 semester, as presented. Diskey seconded. Roll call vote being all ayes, Chairwoman Carr declared the motion carried.

FACULTY PROMOTION

A recommendation was made to the Board of Trustees to promote the following:

Carol Hood, Associate Professor to Professor
Dr. David Larrick, Associate Professor to Professor
Brooke Oliver, Associate Professor to Professor
Bridget Harrison, Instructor to Assistant Professor
Brian Kalata, Instructor to Assistant Professor

Bishop Dunning moved to accept the promotion of the following:

**Carol Hood, Associate Professor to Professor
Dr. David Larrick, Associate Professor to Professor
Brooke Oliver, Associate Professor to Professor
Bridget Harrison, Instructor to Assistant Professor**

Brian Kalata, Instructor to Assistant Professor

Rood seconded. Roll call vote being all ayes, Chairwoman Carr declared the motion carried.

FINANCIAL REPORT

BILLS AND TRAVEL EXPENDITURES PAYABLE

The February 2024 Treasurer's Report and Financial Statement were presented to and discussed with the Board.

A list of bills paid in the amount of \$784,507.78 for February 2024 was distributed to the Board prior to the meeting.

Bishop Dunning moved to ratify the February bills and travel expenditures paid and approve the Financial Statement subject to audit. Rood seconded. Roll call vote being all ayes, Chairwoman Carr declared the motion carried.

REPORT OF THE PRESIDENT

- President Valdez gave few highlights from the ACCT Legislative Summit in Washington D.C.
- President Valdez reminded the Trustees about the EnRiching our History Gala that is scheduled for February 17, 2024

ITEMS FROM THE BOARD

None

EXECUTIVE SESSION

Ritter moved to enter into closed session for the purpose of discussing individual employment, as specified in section 2 (c) (1); for the purpose of discussing collective negation matters, as specified in Section 2 (c) (2); for discussion of purchase or lease of real property, as specified n Section 2 (c) (5); for discussion of pending or probable litigation, as specified in Section 2 (c) (16) of the open Meeting Act. Bishop Dunning seconded. Voice vote being all ayes, Chairwoman Carr declared the motion carried.

Meeting convened into closed session at 7:00 p.m.

Meeting reconvened into open session at 7:46 p.m.

ADJOURNMENT

Rood moved and Bishop Dunning seconded to adjourn the meeting at 7:47 p.m.

Benjamin Andreas, Secretary

To: Cris Valdez, President
From: Kristie Dawson, Executive Director, Human Resources
Date: March 19, 2024
Subject: Personnel Report February 2024

New Employees

Name	Position	Start Date
Chris Woods	Food Service MCLETC	02/26/2024

Changes

Name	Position	Start Date
Shupi Kandawasvika	Human Resources Assistant	02/26/2024

Retirements, Resignations, and Terminations

Name	Position	Last Day
Patrick Odell	CDL Training Specialist	02/29/2024
Jamie Edwards	Food Service	02/29/2024

Richland Community College
STUDENT LEADERSHIP COUNCIL
BOARD REPORT

March 2024

Student Trustee – Austin Yutzky

March 19 – 10am – noon - Self Care Event – This event will have activities to help students understand that they are worthy and accept self-love.

March 20 – 9am – 3pm - Surgical Technology Club Raffle/Bake Sale – The Surge Tech Club holds this event twice a year, once in the fall, then again in the spring. There will be themed baskets to bid on, and a lot of good treats to purchase

March 26 – 9am – 1pm - Save A Life Tour- this event will show students what its like to drive impaired by sitting in a simulator.

April 4 – 10 am – 2pm - Impact Life Blood Drive – This event is held every 3 – 4 months

April 11 – Emotion-Matrix – 9 am – 1pm - this is a high-tech VR interactive simulator



2024 Board Attended Richland Events

We would love Board presence at the following Richland & Foundation Events. *\$ indicates a ticket cost.*

- 🌱 Friday, January 12, 11am – Ag Building Ribbon Cutting & Dedication
- 🌱 Saturday, February 17, 6-10pm, Shilling Salons – EnRiching Our History \$
- 🌱 Saturday, March 23, 5-9pm, Shilling Salons – Foundation “Bright Futures” Gala \$
- 🌱 Wednesday, April 10, 12-1:30pm, Shilling Salons - State of the College Luncheon
- 🌱 Wednesday, April 24, 8:30am, Shilling Salons – Foundation Scholarship Breakfast
- 🌱 Early May (exact date TBD) – Community Donor Celebration
- 🌱 Friday, May 17, 9-11am, Decatur KC Hall - New Alumni Graduation Breakfast
- 🌱 Friday, May 17, 7pm, Decatur Civic Center – Graduation
- 🌱 Thursday, July 25, 5-8pm, Andreas Agriculture Building – Annual Awards & Celebration
- 🌱 Wednesday, December 11 (Tentative), 6-9pm, Trees on the Tees – Board Holiday Party

2024 Richland Semester Dates & College Closures

Comprehensive list of dates that classes are in session for fall, spring and summer semesters and closed for holidays and other board approved dates.

- 🌱 Monday, January 15 – Martin Luther King Day (College Closed)
- 🌱 Tuesday, January 16 – Spring Semester Classes Begin
- 🌱 Friday, March 15 – Spring Break (College Closed)
- 🌱 Friday, March 29 - Good Friday/Spring Holiday (College Closed)
- 🌱 Monday, May 13 – Spring Semester Classes End
- 🌱 Monday, May 27 – Memorial Day (College Closed)
- 🌱 Monday, June 3 - Summer Classes Begin
- 🌱 Friday, June 7 – Friday, August 2 – Summer Fridays (College Closed)
- 🌱 Wednesday, June 19 – Juneteenth (College Closed)
- 🌱 Thursday, July 4 – Independence Day (College Closed)
- 🌱 Thursday, July 25 - Summer Classes End
- 🌱 Monday, August 19 - Fall Semester Classes Begin
- 🌱 Monday, September 2 – Labor Day (College Closed)
- 🌱 Monday, November 11 - Veterans Day (College Closed)
- 🌱 Wednesday – Friday, November 27-29 - Fall Break (College Closed)
- 🌱 Thursday, December 12 - Fall Semester Classes End
- 🌱 December 25 - January 1 – Winter Break (College Closed)

TO: Board of Trustees

FROM: Dr. Cris Valdez 

DATE: March 19, 2024

SUBJECT: Consent Agenda

Mr. Chairman, Members of the Board of Trustees, the following item is presented as a consent agenda to be acted upon within the same motion. Any Board member may remove the item from the consent agenda to be acted upon separately. Supporting documentation for the consent agenda items are attached.

Therefore, it is recommended that the Board of Trustees approve the following:

- A. Full-Time Welding Instructor (Tenure Track), Sean Dial

Thank you.

To: Cris Valdez, President
From: Kristie Dawson, Executive Director, Human Resources
Date: March 19, 2024
Subject: Full-Time Welding Instructor (Tenure Track)

As requested by Dr. Cristobal Valdez and Kristie Dawson, Executive Director, Human Resources, it is recommended that Sean Dial be appointed Full-Time Welding Instructor (Tenure Track).

Mr. Dial has 30 years of experience in Manufacturing as a Tool Maker, CNC Machinist, Layout Developer, and Maintenance Welder at Caterpillar, Inc Decatur, Illinois. As an Alumnus of Richland Community College and upon his retirement Mr. Dial is looking forward to mentoring the next generation of Welders.

Mr. Dial holds a Bachelor's of Science Degree from Millikin University, Decatur, Illinois, Certified Pipe Welder, Tulsa Welding School, Tulsa, Oklahoma, and holds an UAW Tool & Die Journeyman Card.

Based on Mr. Dial's educational background and experience, it is recommended he be appointed to Full-Time Welding Instructor (Tenure Track) effective August 12, 2024.

To: Board of Trustees
 Dr. Cristobal Valdez
 From: Joe Feinstein, Jim Getz
 Date: March 19, 2024
 Re: MCLETC Range Reclamation Service Contract

Part of the periodic maintenance that must be performed on a firing range involves the removal of metal, metallic dust, and other particulates which accumulate from use over time. This process of removal & cleanup is generally referred to as “range reclamation”.

The Macon County Law Enforcement Training Center range has been due to undergo range reclamation. On October 17th, the College initiated a request for proposals (RFP) to provide this service. Bids were received and opened on November 6th. Two bid results were received, and were tabulated as follows:

	Metals Treatment Technologies	Action Target
Base Bid	\$93,420	\$38,425
Hazardous Waste Disposal	(included)	\$10,000 (estimated) (\$1,000/yard, 3 yards average per job)
Rubber to Replenish Berm	(not provided)	\$10,400 (estimated) (\$2,600/2 tons, 4 tons average per job)
Total	\$93,420	\$58,825

Based on the data provided, Action Target provided the most cost-effective solution for this RFP.

As such at the November 23, 2023 RCC Board Meeting, we recommended that the Board approve the range reclamation contract with Action Target of Provo, UT, for an amount not to exceed \$58,825. The Board approved to move forward with a contract with Action Target. On or about December 7, 2023 RCC signed a contract with Action Target to do the job in the RFP. The scheduled dates for Action Target to complete his project were from January 29 through February 12, 2024. The work crew for Action Target showed up Monday morning, January 29th, 2024 and after looking at the berm and talking to their supervisors determined their equipment was not acceptable to do the job as agreed upon in the signed contract. The crew left the MCLETC campus the afternoon of January 29th without doing any of the agreed upon work.

After several weeks of reaching out, Best Technology Systems(BTS) was identified as a company that may be able to do the range reclamation. After communicating with them, they offered a formal written bid to do the job that was acceptable to the MCLETC Range needs. The base cost for removal and cleaning is \$16,000.00 and the additional rubber is \$3,225.00 for a total cost of \$19,225.00. The cost is less than the \$25,000 threshold required to go through an RFP process.

Based on the above circumstance and the ability of BTS to meet the needs of the MCLETC Range Operations and Safety we recommend the board approve entering into a contract for \$19,225.00 with BTS.

We are available for any questions you may have.



BEST TECHNOLOGY SYSTEMS

Quality Specialists in Bullet Trap
and Shooting Range Maintenance

February 26, 2024

12024 S. Aero Drive
Plainfield, IL 60585-8796
P 815-254-9554 F 815-254-9558

www.btsranges.com
E-Mail: mail@btsranges.com

MBE Contractor
Asian Minority Owned Business

Deputy Cmdr. S. Jason Walker
Decatur PD, IL
1095 W. Rotary Way
Decatur, IL. 62521

RE: Shooting Range Maintenance
BTL- 24181

Dear Deputy Cmdr. Walker:

The following are proposals for work to be performed on the facility's 20 pt., Paragon Tactical bullet trap and cleaning surfaces of the shooting range. The services below were quoted at a non-prevailing wage rate. If these services are to be completed under a prevailing wage rate, please provide BTS with the current rates, and at that time BTS will need to re-evaluate and adjust prices accordingly. These services are to be completed during the facility's budget fiscal year of July 1, 2023, through June 30, 2024.

Proposal 1 (Type III Recycle & Basic Clean- Dedicated Visit.)

This proposal is for the maintenance of the bullet trap and cleaning surfaces in the shooting range. The scope of work is as follows:

- Set up a decontamination unit and regulate the work area.
- **Please note during this service, your ventilation unit must be running to keep the lead dust contained in the range. The filters may need to be replaced before and after our services.**
- During this recycling the technician will remove approximately 135 cubic feet or 5 cubic yards of granular rubber and projectiles per lane. This will ensure that all the rubber material has been removed from the bullet trap. The rubber material removed from the bullet trap will be recycled by special vacuums that will separate most of the spent lead projectiles from the rubber. The granular rubber will then be put back into the bullet trap during the recycling and leveled to the proper slope.
- Supply containers and package the spent lead projectiles for recycling.
- Recycle the spent lead projectiles.
- Visually inspect bullet trap components for wear/damage, compare with manufacturer's specifications and inform the owner of any visual defects.
- Replace and/or tighten any loose or missing nuts and bolts on the accessible exterior parts of the bullet trap.
- Inspect the hopper bins for the proper level of granular rubber.
- Fill the hopper bins with granular rubber from the bullet trap. **If the bullet trap is deficient in rubber, the BTS supervisor will inform the owner of how many bags of rubber will be needed. The owner is then to provide and install the new rubber.**
- BTS will use the recyclable rate for lead and brass the day the project is started. Today's rate is \$.50/lb. of lead and \$1.75/lb. for brass and is subject to change.
- HEPA vacuum the accessible backside surfaces of the J-8 baffle (1st baffle over bullet trap)
- Squeegee debris from the top of the gum rubber curtains.
- HEPA vacuum-accessible floor areas underneath the bullet trap.
- Remove granular rubber from the ends of the target tracks.
- Wet-wipe shooter's booths and all horizontal and vertical surfaces from the firing line to the back wall and from the bottom of the safety ceiling to the floor.
- HEPA vacuum the shooting range floor.
- HEPA vacuum the first 200 sq. ft. of the floor outside the entrance to the shooting range.

Deputy Cmdr. Walker
BTL 24181
February 26, 2024
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- Properly package, label, and dispose of all cleaning supplies and personal protective equipment in UN-DOT approved containers as lead-contaminated hazardous waste created by this project. The waste will be disposed of in an EPA-approved landfill with the proper manifesting. **Please provide Best Technology Systems, Inc. with your Federal EPA Identification/USEPA Number.**
- Conduct work by the attached specifications.

The total cost for Proposal 1 will be: \$16,000.00

Proposal 1 is to be completed on a dedicated visit and at both parties scheduling availability.

The range will be closed 4 day(s) for this work to be completed.

Proposal 2 (Additional Cleaning – In Conjunction Visit)

This proposal is for additional cleaning of surfaces in the shooting range. The scope of work is as follows:

- HEPA vacuum-accessible intake vents over the bullet trap.
- Wet wipe the accessible backside surfaces of the J-8 baffle. (1st baffle over bullet trap)
- HEPA vacuum and wet wipe the accessible back side surfaces of the ceiling baffles. (6 rows total)
- HEPA vacuum and wet wipe the target tracks, carriers, and cross braces.
- HEPA vacuum the shooting range walls up to 10 feet.
- Properly package, label, and dispose of all cleaning supplies and personal protective equipment in UN-DOT approved containers as lead-contaminated hazardous waste created by this project. The waste will be disposed of in an EPA-approved landfill with the proper manifesting. **Please provide Best Technology Systems, Inc. with your Federal EPA Identification/USEPA Number.**
- Conduct work by the attached specifications.

The total cost for Proposal 2 will be: \$3225.00

Proposal 2 pricing is only valid if completed in conjunction with Proposal 1.

The range will be closed in conjunction with Proposal 1's work.

Proposal 3 (Supply and Install Granular Rubber – 2000lbs – In Conjunction Visit)

This proposal is to supply and install granular rubber into the bullet trap. The quote is as follows:

- Supply 40 - 50 lb. bags or 2000lbs of granular rubber to refill the bullet trap. Extra bags will be stored behind the bullet trap or a location selected by the owner
- Unload the delivery truck.
- **Please allow 2-4 weeks for delivery, after we receive the attached acceptance sheet signed and/or the purchase order.**
- Install the granular rubber into the bullet trap per the manufacturer's specifications.
- Level the bullet trap.
- Properly package, label, and dispose of all cleaning supplies and personal protective equipment in UN-DOT approved containers as lead-contaminated hazardous waste created by this project. The waste will be disposed of in an EPA-approved landfill with the proper manifesting. **Please provide Best Technology Systems, Inc. with your Federal EPA Identification/USEPA Number.**
- Conduct work in accordance with the attached specifications.

The cost for Proposal 3 will be: \$2,070.00

The range will be closed in conjunction with Proposal 1 work.

Proposal 4 (Supply and Install New Pre, Intermediate & HEPA Filters – In Conjunction Visit)

This Proposal is for BTS to remove, package, supply, and install the range ventilation pre, intermediate, and HEPA filters. The scope of work is as follows:

- Set up a wash station and regulate the work area around the ventilation unit.
- Remove and package 24 used 24x24x2 pre-filters and 12 used 18x24x2 pre-filters.
- Remove and package 30 used 24x24x22 intermediate filters.
- Remove and package 30 used 24x24x12 HEPA filters.
- HEPA vacuum the accessible filter tracks and floor areas under the pre, intermediate, and HEPA filters only.
- Supply and install 24 new 24x24x2 pre-filters and 12 new 18x24x2 pre-filters.
- Supply and install 30 new 24x24x22 intermediate bag filters.
- Supply and install 30 new 24x24x12 HEPA filters.
- Wet wipe the doors and ledges of the pre-filter, intermediate, and HEPA filter housing.
- HEPA vacuum the floor in front of the ventilation unit on the door access side only.
- Please allow 4 weeks for the delivery of filters after BTS receives a signed acceptance or P.O.
- Properly package, label, and dispose in UN-DOT-approved containers all range ventilation pre-filters, intermediate filters, HEPA filters, cleaning supplies, and personal protective equipment as lead-contaminated hazardous waste created by this proposal.
- Conduct work by the attached specifications.

The total cost for Proposal 4 will be: \$16,100.00

Proposal 4 pricing is only valid if completed in conjunction with Proposal 1 work.

The range will be closed 1 additional day for this work to be completed.

With these proposals, you will receive the following:

1. Lead licensed supervisor and workers.
2. Both EPA and OSHA guidelines will be implemented.
3. Site-specific OSHA compliance plan for range maintenance and waste management.
4. OSHA air monitoring will be analyzed by a third-party laboratory.
5. BTS carries commercial general liability insurance of a two-million-dollar limit per occurrence/ two-million-dollar aggregate limit and a two-million-dollar umbrella policy. If a higher amount is requested, the cost increase will be billed to the client.
6. BTS and our subcontractors carry a one-million-dollar workman's compensation insurance policy. This does not include subrogation. Subrogation can be added at an additional cost.
7. A final documentation package will be sent once BTS receives air sampling and final payment. (Allow 2 or 3 months).
8. Contractor has over twenty-five years servicing bullet traps and shooting ranges.

This quotation is null and void, if not accepted, in writing, and received by Best Technology Systems, Inc. within 180 days of the proposal date and services rendered by June 30, 2024. Any modifications to this contract must be completed in writing and signed by both parties. Failure to properly modify will be considered a breach of contract.

If any parts or equipment are quoted in this proposal, please note that there will be a 60–90-day minimum lead time, after we receive the signed acceptance/purchase order, to receive the parts from the manufacturer.

Payment is due within 30 days of the date of the invoice. Late payments will be subject to a fee of 1 ½% per month. The client shall be liable for an attorney and other costs incurred to collect our fees.

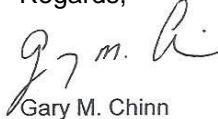
Deputy Cmdr. Walker
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If you choose to pay for this service with a credit card, a 4% processing fee will be added to the final invoice.

If you have any questions or comments, please feel free to call me.

Please sign and fax back the attached specification sheet to us at (815) 254-9558 with the proposal(s) of acceptance, or send to Best Technology Systems, Inc. a signed purchase order with the proposal(s) of acceptance.

Regards,



Gary M. Chinn
President

GMC/ng
Attachment



BEST TECHNOLOGY SYSTEMS

Quality Specialists in Bullet Trap and Shooting Range Maintenance

12024 S. Aero Drive
Plainfield, IL 60585-8796
P 815-254-9554 F 815-254-9558

www.btsranges.com
E-Mail: mail@btsranges.com

MBE Contractor
Asian Minority Owned Business

SPECIFICATIONS

FOR CONDUCTING CLEANING/MAINTENANCE WORK
IN INDOOR FIRING RANGES CONTAMINATED WITH LEAD

- 1. Contractor shall have established programs and if requested, shall submit prior to the start of work a copy of the following OSHA required, and other items:
- Respiratory Protection Program endorsed by a Certified Industrial Hygienist
- Medical Surveillance Program
- Evidence of medical examinations for all workers, including a physician's statement indicating the employee is fit to conduct this type of work
- Certificates of worker training
- Reference list demonstrating at least 10 previous projects of similar scope and a minimum of five years of experience in this type of work.
2. The contractor is responsible for complying with the following regulations that govern shooting ranges:
29 CFR 1910.1025 State/Local Regulations that govern shooting ranges
29 CFR 1910.134 40 CFR Parts 261-265
3. Contractor shall provide Customer with commercial/general liability, workmen's compensation and no less than one million dollars in lead pollution liability coverage.
4. Contractor performing repair work, disassembly, re-assembly, alteration, and/or return to service for the bullet trap shall be trained and authorized to perform such work by the original equipment manufacturer.

JOB NAME: Decatur PD, IL BTL#: 24181

ACCEPTED: DATE:
If multiple proposals, please state which proposal(s) you are accepting.

Proposal 1 Proposal 3
Proposal 2 Proposal 4

Federal EPA#: Tax Exempt #:

Please fax or email a copy of your tax-exempt letter with the expiration date, along with this signed acceptance sheet and/or with your purchase order to:

mail@btsranges.com or FX: 815-254-9558



To: Richland Board of Trustees
From: College Council
Date: March 6, 2024
RE: Revision of Board Policy 1.27, Second Reading

This request is presented for a second reading by the Board of Trustees; no action is needed at this meeting.

A recent review of Board Policies revealed the need for a revision in Board Policy 1.27, Strategic Plan. The Higher Learning Commission (HLC) has transitioned from the Academic Quality Improvement Program (AQIP) to the Standard Pathway for accreditation. As a result of that change, following is a proposed revision to the Policy:

The Board of Trustees will adopt and maintain a *Strategic Plan* on a regular cycle.

The *Strategic Plan* will be ~~reviewed and~~ aligned with ~~Academic Quality Improvement Program (AQIP)~~ **Higher Learning Commission (HLC) planning principles and Criteria for Accreditation** and will be a component in driving the annual budget process. **Development of the multi-year Plan with identified Goals and Strategies and regular reporting review and modification of the Strategic Plan** will be a collaborative effort involving the faculty, staff, and students.

The revision language was reviewed by College Council and President's Cabinet.

Thanks.

TO: Board of Trustees

FROM: Cris Valdez 

DATE: March 19, 2024

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.

Sheree Zalanka 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 February 2024 bills, and travel expenditures paid and approve the Financial Statement to be filed for audit.

Thank you.

Richland Community College
Treasurer's Report
February 29, 2024

Fund	Balance 1/31/2024	Receipts for Month	Disbursements for Month	Balance 2/29/2024	Int. Bearing Accounts	Separate Inv. Instruments
Education Fund	1,037,386.27	4,143,507.19	(4,157,261.47)	1,023,631.99	773,631.99	250,000.00
Oper & Maint Restricted	16,823,881.88	4,478.89	-	16,828,360.77	16,828,360.77	.00
Bond & Interest Fund	10,071,560.65	215.06	-	10,071,775.71	10,071,775.71	.00
Auxiliary Expenses	2,135,248.87	29,399.14	-	2,164,648.01	2,164,648.01	.00
Restricted Purposes Fund	2,080,480.31	585,776.79	(1,417,207.18)	1,249,049.92	949,049.92	300,000.00
Working Cash Fund	7,170,596.95	30,661.48	-	7,201,258.43	6,843,776.38	357,482.05
Trust & Agency Fund	262,889.17	1,153.79	-	264,042.96	264,042.96	.00
Audit Fund	107,243.35	443.57	-	107,686.92	107,686.92	.00
Liability & Protection	2,083,933.99	9,621.71	-	2,093,555.70	2,093,555.70	.00
Totals	22,080,451.01	4,805,257.62	(5,574,468.65)	22,110,196.47	21,202,714.42	907,482.05

Document	Jrnl/Chk Date	Posted Date	ID#	Name	Amount	Status
AP00311765	02/01/24	02/02/24	179990	Adams, Camari S	-950.00	
AP00311766	02/01/24	02/02/24	188734	Allen, Amaria N	-1100.00	
AP00311767	02/01/24	02/02/24	183598	Allen, Tiffani-Amber M	-1100.00	
AP00311768	02/01/24	02/02/24	654	AmerenIP	-537.74	
AP00311769	02/01/24	02/02/24	654	AmerenIP	-32.42	
AP00311770	02/01/24	02/02/24	654	AmerenIP	-347.86	
AP00311771	02/01/24	02/02/24	654	AmerenIP	-295.99	
AP00311772	02/01/24	02/02/24	654	AmerenIP	-533.63	
AP00311773	02/01/24	02/02/24	654	AmerenIP	-254.55	
AP00311774	02/01/24	02/02/24	654	AmerenIP	-600.00	
AP00311775	02/01/24	02/02/24	130023	American Heart Associa	-359.46	
AP00311776	02/01/24	02/02/24	199779	Amos, Ebony L	-1100.00	
AP00311777	02/01/24	02/02/24	204360	Atkinson, Moira Nelson	-1100.00	
AP00311778	02/01/24	02/02/24	27819	BLDD Architects Inc	-2997.89	
AP00311779	02/01/24	02/02/24	133450	Banks, Michelle D	-500.00	
AP00311780	02/01/24	02/02/24	96935	Bass, Roosevelt Lavar	-228.00	
AP00311781	02/01/24	02/02/24	147131	Baum Chevrolet Buick	-2366.48	
AP00311782	02/01/24	02/02/24	206723	Belley, Tamirat Mark	-384.00	
AP00311783	02/01/24	02/02/24	25887	Benton, Joshua T	-384.00	
AP00311784	02/01/24	02/02/24	202453	Binder, Tiffany Michel	-800.00	
AP00311785	02/01/24	02/02/24	107487	Blair, Tracy L	-1100.00	
AP00311786	02/01/24	02/02/24	105724	Blankenship, Christina	-165.00	
AP00311787	02/01/24	02/02/24	192462	Blue Cross and Blue Sh	-261149.88	
AP00311788	02/01/24	02/02/24	204216	Boettcher, Raquel	-41.22	
AP00311789	02/01/24	02/02/24	165960	Brady, Malisha S	-1100.00	
AP00311790	02/01/24	02/02/24	205816	Brems, Rosalie Navarro	-500.00	
AP00311791	02/01/24	02/02/24	191125	Brinkmeyer, Amy Marie	-1100.00	
AP00311792	02/01/24	02/02/24	186267	Brown, Tajanie	-1100.00	
AP00311793	02/01/24	02/02/24	182141	Bruce, MaShayla MyChel	-800.00	
AP00311794	02/01/24	02/02/24	136972	Brush, Jennifer Earlen	-1100.00	
AP00311795	02/01/24	02/02/24	90787	CDWG Government Inc	-487.63	
AP00311796	02/01/24	02/02/24	169389	Cassidy, Josie Jollene	-1100.00	
AP00311797	02/01/24	02/02/24	27679	Chapman, Barbara R	-1100.00	
AP00311798	02/01/24	02/02/24	159162	Christison, Leah Rae	-500.00	
AP00311799	02/01/24	02/02/24	69743	Cintas Corporation	-74.44	
AP00311800	02/01/24	02/02/24	200619	Clark, Nicole Marie	-1100.00	
AP00311801	02/01/24	02/02/24	169664	Clear Talk	-306.96	
AP00311802	02/01/24	02/02/24	172629	Cobb, Robert Allen	-312.00	
AP00311803	02/01/24	02/02/24	156897	Cole, Kevonna D	-1100.00	
AP00311804	02/01/24	02/02/24	158348	Coleman, Holly R	-800.00	
AP00311805	02/01/24	02/02/24	126961	Coley, Shatonnia Dannie	-1100.00	
AP00311806	02/01/24	02/02/24	185209	Collins, Kennedy	-950.00	
AP00311807	02/01/24	02/02/24	44535	Comcast	-600.00	
AP00311808	02/01/24	02/02/24	172961	Constellation NewEnergy	-290.22	
AP00311809	02/01/24	02/02/24	195534	Coon, Amber Starr	-1100.00	
AP00311810	02/01/24	02/02/24	177100	Cooper, Lanyia M	-800.00	
AP00311811	02/01/24	02/02/24	190072	Corey, Mason	-1100.00	
AP00311812	02/01/24	02/02/24	162475	Dale-Wilder, Deshadria	-1100.00	
AP00311813	02/01/24	02/02/24	194057	Dandridge, Shartayrrihi	-950.00	
AP00311814	02/01/24	02/02/24	191933	Davis, Cheyla M	-500.00	
AP00311815	02/01/24	02/02/24	85314	Davis, Taneisha	-1100.00	
AP00311816	02/01/24	02/02/24	175472	Dawson, Alyssia LeA'n	-1100.00	

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AP00311817	02/01/24	02/02/24	149214	Deberry, Iyeesha	-1100.00	
AP00311818	02/01/24	02/02/24	201829	Dengel, Darlene Lee	-950.00	
AP00311819	02/01/24	02/02/24	181465	Devine, Casio Dionte	-240.00	
AP00311820	02/01/24	02/02/24	182155	Deviner, Leniiya TaLes	-1100.00	
AP00311821	02/01/24	02/02/24	195497	Dixon, Torvashae Nicol	-800.00	
AP00311822	02/01/24	02/02/24	13780	Dunker Electric	-291.98	
AP00311823	02/01/24	02/02/24	198414	Durnil, Amanda Elizabe	-1100.00	
AP00311824	02/01/24	02/02/24	200935	Ecolab Pest Eliminatio	-373.18	
AP00311825	02/01/24	02/02/24	156605	Energy Harbor	-1205.07	
AP00311826	02/01/24	02/02/24	206642	Flat Branch Home Loans	-470.76	
AP00311827	02/01/24	02/02/24	92029	Foremost Truck & Trail	-8.58	
AP00311828	02/01/24	02/02/24	163836	Franklin, Otiyuna Shan	-500.00	
AP00311829	02/01/24	02/02/24	193168	Fuquay, Emily	-500.00	
AP00311830	02/01/24	02/02/24	202492	GFL Enviromental	-6.45	
AP00311831	02/01/24	02/02/24	104811	Garner, Ashley N	-500.00	
AP00311832	02/01/24	02/02/24	205367	Gill, Tallulah	-950.00	
AP00311833	02/01/24	02/02/24	81822	Gray, Celise M	-1100.00	
AP00311834	02/01/24	02/02/24	197800	Green, Dejuan Roshad	-500.00	
AP00311835	02/01/24	02/02/24	124325	Hagen, Jessica S	-1100.00	
AP00311836	02/01/24	02/02/24	191356	Hambrecht, Chloe Morga	-500.00	
AP00311837	02/01/24	02/02/24	183604	Harper, Lane Marie	-1100.00	
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AP00311839	02/01/24	02/02/24	191959	Harris, Kayleigh A	-1100.00	
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AP00311841	02/01/24	02/02/24	189342	Hawkins, Tisha Lee,, J	-500.00	
AP00311842	02/01/24	02/02/24	126930	Hill-Patterson, Tylin	-500.00	
AP00311843	02/01/24	02/02/24	207086	Holste, Charles	-500.00	
AP00311844	02/01/24	02/02/24	204370	Honorable, Terrica	-500.00	
AP00311845	02/01/24	02/02/24	205900	Hopkins, Logan Tyler	-950.00	
AP00311846	02/01/24	02/02/24	206792	Horn, Michael David	-384.00	
AP00311847	02/01/24	02/02/24	197250	Howell, Kasmonae Resha	-500.00	
AP00311848	02/01/24	02/02/24	202213	Hubner, Paige Leighann	-800.00	
AP00311849	02/01/24	02/02/24	110555	Illinois Century Netwo	-1200.00	
AP00311850	02/01/24	02/02/24	207074	Jackson Supermarkets I	-750.00	
AP00311851	02/01/24	02/02/24	194060	Jackson-Morgan, Kelaia	-1100.00	
AP00311852	02/01/24	02/02/24	189351	Jarrett, Lashanda	-500.00	
AP00311853	02/01/24	02/02/24	126319	Jennings Implement Co	-131.92	
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AP00311860	02/01/24	02/02/24	72965	Katt, Melissa A	-1100.00	
AP00311861	02/01/24	02/02/24	190957	Knight, Dan'Nayshia M	-950.00	
AP00311862	02/01/24	02/02/24	200324	Koerner Distributor, I	-1083.50	
AP00311863	02/01/24	02/02/24	106954	Laerdal Medical Corp	-5174.93	
AP00311864	02/01/24	02/02/24	206793	Latch, Joey Eugene	-384.00	
AP00311865	02/01/24	02/02/24	185118	Lees, Hannah I	-1100.00	
AP00311866	02/01/24	02/02/24	204346	Lloyd-Banyard, Lekishi	-500.00	
AP00311867	02/01/24	02/02/24	176519	Lofton, Detonio	-180.00	
AP00311868	02/01/24	02/02/24	171672	Long, Adrienne Mariah	-950.00	

Document	Jrnl/Chk Date	Posted Date	ID#	Name	Amount	Status
AP00311869	02/01/24	02/02/24	27079	Love, Janice M	-800.00	
AP00311870	02/01/24	02/02/24	197701	Lowe, Jessica Marie	-800.00	
AP00311871	02/01/24	02/02/24	148310	Mallernee, Sky R	-800.00	
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AP00311873	02/01/24	02/02/24	24339	Marquis Beverage Servi	-1463.20	
AP00311874	02/01/24	02/02/24	51426	Mathews, Denita A	-1100.00	
AP00311875	02/01/24	02/02/24	162946	Matthews, Regine Nicol	-950.00	
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AP00311877	02/01/24	02/02/24	126466	May, Dana Lynne	-1100.00	
AP00311878	02/01/24	02/02/24	24841	Menards Inc	-300.79	
AP00311879	02/01/24	02/02/24	187704	Michael, Jessica Lynn	-500.00	
AP00311880	02/01/24	02/02/24	148080	Morrison, Ashton D	-1100.00	
AP00311881	02/01/24	02/02/24	206630	Motimatic PBC	-6000.00	
AP00311882	02/01/24	02/02/24	195382	Moyer, Madelyn Marie	-1100.00	
AP00311883	02/01/24	02/02/24	172429	Muma, Sierra N	-950.00	
AP00311884	02/01/24	02/02/24	197227	National Center for Co	-476.00	
AP00311885	02/01/24	02/02/24	36232	Neal Tire and Auto Ser	-600.00	
AP00311886	02/01/24	02/02/24	192908	Nichols Paper & Supply	-6585.50	
AP00311887	02/01/24	02/02/24	177677	Nicole, Julia N	-1100.00	
AP00311888	02/01/24	02/02/24	203184	Nikolai, Christopher L	-950.00	
AP00311889	02/01/24	02/02/24	202390	Nwaeze, Ugochi	-1100.00	
AP00311890	02/01/24	02/02/24	144284	Office Depot Inc	-917.93	
AP00311891	02/01/24	02/02/24	126309	Owens, Angela R	-950.00	
AP00311892	02/01/24	02/02/24	174667	Pallone, Kelli Renee	-950.00	
AP00311893	02/01/24	02/02/24	42857	Pasco Scientific	-2428.00	
AP00311894	02/01/24	02/02/24	198345	Platinum Educational G	-510.00	
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AP00311896	02/01/24	02/02/24		Void - Continued Form	0.00	VOIDED
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AP00311898	02/01/24	02/02/24	130462	Queary, Matthew R	-1100.00	
AP00311899	02/01/24	02/02/24	204733	Red Door Spice Co, Inc	-66.14	
AP00311900	02/01/24	02/02/24	124771	Reed, Nicole R	-1100.00	
AP00311901	02/01/24	02/02/24	83456	Reed, Rhonda L	-102.00	
AP00311902	02/01/24	02/02/24	467	Refreshment Services P	-3218.22	
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AP00311904	02/01/24	02/02/24	163547	Reynolds, Mary A	-228.00	
AP00311905	02/01/24	02/02/24	143909	Reynolds, Tomeshia Las	-800.00	
AP00311906	02/01/24	02/02/24	205471	Riggs, Faythe Abigayle	-500.00	
AP00311907	02/01/24	02/02/24	172437	Roy, Bryanna	-1100.00	
AP00311908	02/01/24	02/02/24	179676	Rucker, Krysta Renee	-1100.00	
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AP00311917	02/01/24	02/02/24	206579	Smith, Lakeytra Renee	-500.00	
AP00311918	02/01/24	02/02/24	158139	Snarski, Brock J	-800.00	
AP00311919	02/01/24	02/02/24	195847	Snipes, Deosha	-800.00	
AP00311920	02/01/24	02/02/24	205157	Snow, Keliyah L	-500.00	

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AP00311921	02/01/24	02/02/24	10429	Staley Credit Union	-384.72	
AP00311922	02/01/24	02/02/24	195231	Stenger, Marin Dagamac	-1100.00	
AP00311923	02/01/24	02/02/24	150525	Stone, Sabrina R	-1100.00	
AP00311924	02/01/24	02/02/24	169545	Sullivan, Natasha Loui	-800.00	
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AP00311935	02/01/24	02/02/24	95558	Verizon Wireless	-360.21	
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AP00311954	02/01/24	02/02/24	138492	Young-Thomas, Symphoni	-300.00	
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DA00009580	02/12/24	02/08/24	182129	Mazzotti Services	-820.00	
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AP00311962	02/08/24	02/08/24	164134	Aramark - AUS St Louis	-179.40	
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AP00311965	02/08/24	02/08/24	205676	Basamania-Eeten, Rober	-51.96	
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AP00311993	02/08/24	02/08/24	79515	Fastenal Industrial Su	-3.41	
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DA00009587	02/19/24	02/15/24	154894	Confidential On-Site P	-5.90	
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DA00009597	02/19/24	02/15/24	170063	Ruyle Mechanical Servi	-7195.27	
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AP00312081	02/15/24	02/15/24	200954	Beasley, Dayonna Estel	-135.24	
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AP00312087	02/15/24	02/15/24	176949	Campbell, Emonie	-1500.00	
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AP00312091	02/15/24	02/15/24	202678	Cole, Brooke	-1500.00	
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AP00312109	02/15/24	02/15/24	202492	GFL Enviromental	-996.00	
AP00312110	02/15/24	02/15/24	203579	Garcia, Tanner James_M	-2911.00	
AP00312111	02/15/24	02/15/24	205367	Gill, Tallulah	-15.00	
AP00312112	02/15/24	02/15/24	205588	Gorenz, Logan Robert	-782.00	
AP00312113	02/15/24	02/15/24	205602	Graber, Natalie Emma	-18.59	
AP00312114	02/15/24	02/15/24	180095	Guy, Marvin L	-312.00	
AP00312115	02/15/24	02/15/24	189485	HSMS Medical Group Inc	-1776.89	
AP00312116	02/15/24	02/15/24	201490	Harlan Vance Company	-184.00	
AP00312117	02/15/24	02/15/24	88917	Hiser, Debbie K	-764.00	
AP00312118	02/15/24	02/15/24	138423	Holloway, Terry,, Jr	-1500.00	
AP00312119	02/15/24	02/15/24	199514	Hudson, Dana L	-6300.00	
AP00312120	02/15/24	02/15/24	99275	Hughes, Laurie Beth	-25.55	
AP00312121	02/15/24	02/15/24	207119	Imperial Dade	-4292.26	
AP00312122	02/15/24	02/15/24	168072	Ingram, Devan C	-1500.00	
AP00312123	02/15/24	02/15/24	2181	Jenzabar Inc	-2475.00	
AP00312124	02/15/24	02/15/24	149766	Koenigs, Deanna M	-30.35	
AP00312125	02/15/24	02/15/24	196050	Littler Mendelson P.C.	-2640.00	
AP00312126	02/15/24	02/15/24	51426	Mathews, Denita A	-184.00	
AP00312127	02/15/24	02/15/24	195453	Matthews, Nyari Shemer	-2643.44	
AP00312128	02/15/24	02/15/24	204424	Miller, Lysirick Kesha	-312.00	
AP00312129	02/15/24	02/15/24	42216	Miller, Mary Elaine	-1500.00	
AP00312130	02/15/24	02/15/24	197877	Murphy, Andrew Demarez	-800.00	
AP00312131	02/15/24	02/15/24	206236	Murphy, Katie Renee	-19.00	
AP00312132	02/15/24	02/15/24	198788	Murphy, Kayla Lynn	-691.00	
AP00312133	02/15/24	02/15/24	206982	National Cancer Regist	-495.00	
AP00312134	02/15/24	02/15/24	197522	Nishida Services	-47850.00	
AP00312135	02/15/24	02/15/24	134257	O'Reilly Auto Parts	-1188.15	
AP00312136	02/15/24	02/15/24	203900	Oshapdf, LLC	-201.09	
AP00312137	02/15/24	02/15/24	144604	Owen, Wesley L	-1500.00	
AP00312138	02/15/24	02/15/24	200203	Paine, Alexis J	-338.00	
AP00312139	02/15/24	02/15/24	207192	Pennymac Loan Services	-873.35	
AP00312140	02/15/24	02/15/24	199892	Pratt, Skyler Lee	-4123.25	
AP00312141	02/15/24	02/15/24	134241	Pride Cleaners	-97.20	
AP00312142	02/15/24	02/15/24	206758	Professional Adjustmen	-691.62	
AP00312143	02/15/24	02/15/24	8717	RCC Foundation	-740.15	
AP00312144	02/15/24	02/15/24	8717	RCC Foundation	-105.25	

Document	Jrnl/Chk Date	Posted Date	ID#	Name	Amount	Status
AP00312145	02/15/24	02/15/24	8717	RCC Foundation	-740.15	
AP00312146	02/15/24	02/15/24	205853	Rebecca Lake Consultin	-2500.00	
AP00312147	02/15/24	02/15/24	163547	Reynolds, Mary A	-1500.00	
AP00312148	02/15/24	02/15/24	198219	Reynolds, Olivia Anton	-433.00	
AP00312149	02/15/24	02/15/24	199473	Rice, Darion Markese	-1384.00	
AP00312150	02/15/24	02/15/24	193921	Rice, Deantae Markese	-1500.00	
AP00312151	02/15/24	02/15/24	207191	Rice, Jecaryous	-1500.00	
AP00312152	02/15/24	02/15/24	156644	Side Effects Inc	-2800.00	
AP00312153	02/15/24	02/15/24	201198	Simmons, Emerie Ranea	-2554.00	
AP00312154	02/15/24	02/15/24	155430	Sims, Tremain L	-198.00	
AP00312155	02/15/24	02/15/24	203569	Stigler, Takara Lattice	-396.98	
AP00312156	02/15/24	02/15/24	204110	T E Pest Control Inc	-540.00	
AP00312157	02/15/24	02/15/24	201246	Taylor, Terrianah	-1316.00	
AP00312158	02/15/24	02/15/24	178488	The Omni Group	-3.00	
AP00312159	02/15/24	02/15/24	148772	Thomas, Isaiah Travon	-420.00	
AP00312160	02/15/24	02/15/24	41039	Thomas, Jennifer D	-135.59	
AP00312161	02/15/24	02/15/24	195510	Toomes, Kevon Montrell	-312.00	
AP00312162	02/15/24	02/15/24	44209	Trane Co	-301.82	
AP00312163	02/15/24	02/15/24	157618	Triplett, Lorenzo T	-88.00	
AP00312164	02/15/24	02/15/24	1851	United Parcel Service	-661.03	
AP00312165	02/15/24	02/15/24	1841	United Way of Decatur/	-202.40	
AP00312166	02/15/24	02/15/24	32234	Walker, Joyce D	-1500.00	
AP00312167	02/15/24	02/15/24	133710	Walker-Reid, Jalyynn T	-1500.00	
AP00312168	02/15/24	02/15/24	124889	Walton, Malika L	-1500.00	
AP00312169	02/15/24	02/15/24	89150	Weatherford, Lawren	-1500.00	
AP00312170	02/15/24	02/15/24	41603	Webster, Deborah Sue	-1500.00	
AP00312171	02/15/24	02/15/24	95361	White, Johnnie R	-75.37	
AP00312172	02/15/24	02/15/24	204369	Whitney, Brandon	-186.00	
AP00312173	02/15/24	02/15/24	203272	Wilder, Louella	-1500.00	
AP00312174	02/15/24	02/15/24	159241	Wilder, Michael	-1500.00	
AP00312175	02/15/24	02/15/24	120058	Wilson, Celina R	-1500.00	
AP00312176	02/15/24	02/15/24	122828	Wilson, Darin L	-1500.00	
AP00312177	02/15/24	02/15/24	207064	Wilson, Monty	-312.00	
AP00312178	02/15/24	02/15/24	200856	Young, Jacey Lee	-38.05	
AP00312179	02/15/24	02/15/24	173910	Young, Kashyla Tane'	-1500.00	
AP00312180	02/15/24	02/15/24	198546	Young, Katrina Latosha	-1500.00	
AP00312181	02/15/24	02/15/24	207190	Young, Michael L	-1500.00	
AP00312182	02/15/24	02/15/24	113233	Young, Natasha L	-1500.00	
AP00312183	02/15/24	02/15/24	128156	Young, Tailer M	-1500.00	
Total:					-1694821.04	

Executive Session- March 19, 2024

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 .