

**MINUTES OF REGULAR MEETING OF THE
BOARD OF TRUSTEES
OF COMMUNITY COLLEGE DISTRICT #505
(Parkland College)**

**Counties of Champaign, Coles, Dewitt, Douglas, Edgar,
Ford, Iroquois, Livingston, McLean, Moultrie, Piatt, Vermilion, and State of Illinois**

May 16, 2018

ROLL CALL

The Meeting was called to order by Dana Trimble, Chairman, at 7:00 p.m. in Room U325, 2400 W. Bradley, Champaign, Illinois. At the direction of Chairman Trimble, Nancy R. Willamon, Assistant to the President/Board of Trustees, called the roll of members of the Board. The following Trustees were present: James Ayers, Gregory Knott, Nafissa Maiga (Student Trustee), Jim Voyles, Jonathan Westfield and Dana Trimble. Also present were President Thomas Ramage and representatives of the administration, faculty, staff, and public. Trustee Johnson joined the meeting after roll call at 7:10 pm. Trustee Green was absent.

CONSENT AGENDA MOTION

The Chairman asked if Trustees had any questions regarding items included on the Consent Agenda.

It was moved by Mr. Knott and seconded by Mr. Ayers to approve the consent agenda that includes all items on the agenda that are preceded by an asterisk.

The motion carried by the following vote: AYES—Ayers, Knott, Voyles, Westfield, Maiga (Advisory Vote), Trimble; NAYS—None; ABSENT—Green, Johnson.

The consent agenda adopted includes approval of the following items:

- Approved the minutes of the Board of Trustees Regular and Closed Session meetings held on April 18, 2018.
- Approved the voucher checks listing through April 30, 2018 (including Board travel), totaling \$1,316,427.03.
- Moved to declare as surplus property the following items:
 - 2007 Dodge Charger Squad Car, VIN: 2B3KA43H97H758649
 - 2004 Chevrolet Malibu Classic, VIN: 1G1ND52F14M710430

- 2006 Ford Starcraft 22-Passenger Bus, VIN: 1FDXE45P56HA48354
- 2004 International 30-Passenger Bus, VIN: 1HVBTA FM04H614578

- Moved to declare as surplus property the following items:
 - Glock, Model 22, Serial #TFD-628
 - Glock, Model 22, Serial #WTR-996
 - Glock, Model 22, Serial #RTM-931
 - Glock, Model 22, Serial #RTM-932

- Moved to approve the following awarding of funds from external sources:
 - National Science Foundation (NSF): Advanced Technological Education (ATE) – *UAS Curriculum for Industry Demand (U-CID)*
 - Illinois Arts Council Agency (IACA): FY19 Program Grant

PUBLIC SAFETY DEPARTMENT

It was moved by Mr. Knott and seconded by Mr. Voyles to approve the Resolution to appoint Jason R. Metzelaars and Alex M. Osterbuhr as Peace Officers to the Parkland Public Safety Department.

The motion carried by the following vote: AYES—Ayers, Johnson, Knott, Voyles, Westfield, Maiga (Advisory Vote), Trimble; NAYS—None; ABSENT—Green.

The Oath of Office was administered to Officers Metzelaars and Osterbhur by Chairman Trimble.

PUBLIC COMMENTS

The Chairman opened the floor for public comments.

There were no public comments.

COMMUNICATION FROM PCA

There were no updates from PCA.

PRESIDENT'S REPORT

Dr. Ramage reported on the following:

1. Congratulated Lori Garrett, Phi Theta Kappa Advisor, for the following awards given to the Parkland chapter: College Project Award (one of only two chapters in Illinois), Beta Alpha Continued Excellence Award, Top 100 Chapter, Five Star

Chapter, and Distinguished Member Award, which was given to Larry St. Louis. Past Chapter president Jenny Olmsted was featured in the News-Gazette. Jenny will be honored as one of only six students from around the world to travel to the United Nations Headquarters in New York to pitch her idea for solving the world's clean water crisis.

2. Reported that Parkland's annual auto show was held on May 5 with more than 250-vehicles on display. The show highlighted the next generation of vehicle enthusiasts with 25 awards specific to owners under 26 years of age. The Hot Rodders of Tomorrow hosted a high school engine building national qualifying event. Three teams including the two high school teams from Parkland's ECCA program qualified for the National Championship to be held in Las Vegas in November.
3. Reported that Parkland's Entrepreneur of the Year event held on May 8 at the I-Hotel honored the Robert J. Libman family. Over 275 people attended the event, and the Foundation raised approximately \$60,000.00 to support scholarships and program needs for the entrepreneurial network.
4. Reminded the Board that Commencement will be on Thursday, May 17 at Krannert beginning at 8:00 pm. The Board will have dinner before Commencement beginning at 5:30 pm at Krannert.
5. Reminded the Board that the Parkland Leadership Conference Board dinner and session will be on Thursday, May 24 in Pana, Illinois beginning at 5:00 pm.
6. Reported that this Board meeting is the last one for Vice-President Seamus Reilly. Dr. Reilly was hired as the President at Carl Sandburg Community College. Board members wished him well in his new endeavor and thanked him for his service at Parkland College.

Trustee Johnson asked that it be noted that he approves the consent agenda retroactively.

FOUNDATION UPDATE

Ellen Schmidt, Executive Director of the Parkland Foundation, gave an update on the Foundation's activities.

LEGISLATIVE UPDATE

Dr. Seamus Reilly, Vice President for Institutional Advancement, gave a legislative update that included a handout for the Board.

FINANCIAL STATEMENTS

Chris Randles reported that the financial statements for April reflected the operations of the College for the first ten months of fiscal year 2018. The revised budget estimates indicated that expenditures exceeded revenues by \$1,513,005.00 in the general operating funds. This projection is virtually unchanged from last month.

- As discussed in the February Budget Workshop, projections indicate the surplus could be larger depending on health claims, non-salary expenses, and audit adjustments.
- The key factors for the College's operating results in FY2018 will be State funding, tuition and fees revenue (enrollment) and health claims.
- The College has received its first nine FY2018 ICCB Base Operating and Equalization payments. We have received approximately \$4.04M of the \$4.45M budgeted State revenues for FY2018. We have also received several partial FY2017 payments for Base Operating, Equalization, CE, and IVG grant appropriations.
- The original FY2018 budget projected a \$1,815,851.00 surplus.
- The FY2018 audited beginning operating fund balance was \$13,862,487.00. This amount is 27% of operating expenditures.
- The FY2017 College audit was presented and approved at the October meeting.
- The TY2017 tax levy was approved in November.
- A budget workshop was presented in February.
- There will be a presentation on bond refunding options in May.

BOND FINANCING PLANNING

This presentation provided a basic summary of Parkland College's outstanding bonds and financing options that may be available when they become callable beginning this fall.

Parkland College has three (3) outstanding bonds: 2009 General Obligation Bonds (Funding/Refunding Bonds initially \$34.5M), 2010A General Obligation Bonds (Funding Bonds initially \$23.2M), and 2010B General Obligation Bonds (Alternate Revenue Bonds initially \$10M). Each of these three issuances become callable on, or around, December 1, 2018. The College may be able to save money based on market interest rates by restructuring some, or all, of its remaining bond balances over their remaining life.

PMA Securities, Inc., part of the PMA family which includes PMA Financial Network and Prudent Man Advisors, has been dedicated to serving the municipal marketplace for over 30 years. PMA Securities created a public finance department in 2005 and now has public finance offices in Illinois (Naperville and Fairview Heights), Wisconsin and Minnesota. Their financial advisory team consists of 16 individuals with experience in Illinois community college, K-12, municipal, and special district debt issuance. PMA's public finance senior staff has almost 100 years of combined experience providing comprehensive financing assistance, debt structuring strategies and execution, and long range financial planning.

Tammie Beckwith Schallmo is a senior vice president/managing director who joined PMA's public finance practice in December 2007. Ms. Beckwith Schallmo has over 20 years of experience in the public finance industry and worked in school district administration for five years as well. From 1993 through 1997 she was the business manager at two school districts in Lake County; both of these experiences provide Ms. Beckwith Schallmo with a unique client perspective.

Since 1997 she has worked on hundreds of community college, school district and municipal bond issues in Illinois. Ms. Beckwith Schallmo was formerly with William Blair & Company, LaSalle Capital Markets, and UBS Securities in their public finance practices. Prior to coming to PMA, she led the K-12 Illinois public finance efforts at UBS. Ms. Beckwith Schallmo is an active member of the Illinois Community College Chief Financial Officers ("ICCCFO"), the Illinois Association of School Business Officials ("IASBO"), the Association of School Business Officials International, and Women in Public Finance. Ms. Beckwith Schallmo received her BA from the University of Illinois at Urbana-Champaign and her MS in school business management from the University of Wisconsin-Whitewater. Ms. Beckwith Schallmo is a registered Municipal Advisor Representative and Municipal Securities Principal. She holds Series 7, 50, 53 and 63 securities licenses.

FINANCIAL ADVISORY & DISSEMINATION AGENT AGREEMENTS

The Board of Trustees approved investing the College's bond proceeds in the Illinois School District Liquid Asset Fund Plus (ISDLAF+) administered & marketed by PMA Financial Network in March 2009. The Illinois School District Liquid Asset Fund Plus (ISDLAF+) is an investment opportunity for Illinois Township Treasurers or School Treasurers acting on behalf of School Districts, Community College Districts and Educational Service Regions. It has earned an AAAM rating from Standard & Poor's ("S&P"). Its investment objectives are safety of principal, liquidity, and yield. Those objectives mirror the College's investment policy.

PMA Securities, Inc., party of the PMA family which includes PMA Financial Network and Prudent Man Advisors, has been dedicated to serving the municipal marketplace for over 30 years. PMA Securities created a public finance department in 2005 and now has public finance offices in Illinois (Naperville and Fairview Heights), Wisconsin and Minnesota. Our financial advisory team consists of 16 individuals with

experience in Illinois community college, K-12, municipal, and special district debt issuance. PMA's public finance senior staff has almost 100 years of combined experience providing comprehensive financing assistance, debt structuring strategies and execution, and long range financial planning.

As a registered municipal advisor, PMA Securities owes its municipal entity clients a fiduciary duty when, among other things, providing advice on the issuance of debt or the investment of bond proceeds. The firm has worked on some of the largest debt issuance opportunities in the Illinois market place. PMA has been ranked in the top ten financial advisors nationally for small and/or bank qualified issues in calendar years 2013 through 2017 as published in The Bond Buyer. It is this vast experience that allows PMA to provide its clients invaluable expertise as we work to complete a plan of finance.

Administration recommended utilizing PMA Securities, Inc. as its financial advisor to evaluate the College's options for debt restructuring and assisting in the analysis of any competitive process.

This engagement is exempt from formal bid requirements per Illinois Public Community College Act section 805/3-27.1 (a) contracts for the services of individuals possessing a high degree of professional skill where the ability or the fitness of the individual plays an important part.

It was moved by Mr. Knott and seconded by Mr. Voyles to approve the Financial Advisory and Dissemination Agreements with PMA Securities, Inc.

The motion carried by the following vote: AYES—Ayers, Johnson, Knott, Voyles, Westfield, Maiga (Advisory Vote), Trimble; NAYS—None; ABSENT—Green.

PHS MASTER PLAN

Jim Bustard, Director of the Physical Plant, gave an update on the PHS Master Plan.

PHS CAMPUS PAVING IMPROVEMENTS – M2/M3 PARKING LOTS

At the September, 2017 Board meeting, PHS funds in the amount of \$1,700,000.00 were approved for the design and reconstruction of parking lots M2 and M3. The existing paving and infrastructure will be removed and new pavement, walkways and drainage systems will be installed. Work will be done in the summer of 2018.

These projects relate to the following strategic goals:

Goal E: Responsibility – Parkland College will strive for sustainable fiscal and financial vitality emphasizing a continued investment in the human, technological, physical, and virtual assets of the college.

E4: Develop and implement external funding plans to support key college projects and offset declining government support using Foundation fundraising, public/private partnerships, and alumni outreach.

Bids for this construction were received from two (2) contractors. The bids were as follows:

Cross Construction, Urbana, IL	\$1,150,692.00
Open Road Paving, Urbana, IL	1,311,350.40

Administration recommended the award for reconstruction of parking lots M2 and M3 be awarded to Cross Construction of Urbana, IL in the amount of \$1,150,692.00. Board authorization was requested since the cost exceeded \$20,000.00. PHS funds are available for this projects.

It was moved by Mr. Knott and seconded by Mr. Westfield that the bid for the reconstruction of parking lots M2 and M3 be awarded to Cross Construction of Urbana, IL, in the amount of \$1,150,692.00.

The motion carried by the following vote: AYES—Ayers, Johnson, Knott, Voyles, Westfield, Maiga (Advisory Vote), Trimble; NAYS—None; ABSENT—Green.

MAGNIFICATION LOUPES

A legal bid notice was placed in The News-Gazette. Bid invitations were sent to three companies requesting bids for the Magnification Loupes for Dental Hygiene. Two vendors returned bids.

Magnification loupes are specialized safety glasses fit to the students' depth of field using their personal eye prescription. The loupe part of the eyeglasses is a small magnifier attached to the lens of the eyeglasses. A representative from the company fits each student personally before the loupes are ordered.

Magnification loupes are required based on research giving evidence of improved ergonomics, reduction of musculoskeletal disorders and enhancement of the field of vision while providing patient care. Dental hygiene faculty have found that students' progress quickly with their skills because of the use of the loupes in the first semester of the program. The program also requires LED headlamps for illumination and improved clinical ergonomics as well as enhancement of the field of vision.

Students purchase the loupes and lights as part of their initial Dental Hygiene Kit. They are fitted for the loupes and receive them in the first semester of the program. The fees are included in the kit and paid for by the students as part of a course fee in DHG 114, Pre-Clinic.

Also, students use them throughout the program and graduates continue to use them for many years as they practice dental hygiene. Orascoptic continues to support these graduates if they have problems with the loupes. In addition, the Orascoptic loupes are lighter, which is a significant difference when wearing these glasses during an eight hour working day. We believe this is a very important investment in the care of the dental hygiene patient and in protecting the posture of the dental hygienist throughout their career. We would recommend purchasing the loupes from Orascoptic.

This purchase relates to the following strategic goals:

Goal A: Quality - Parkland College will maintain the highest educational standards providing ongoing continuous learning for all citizens of District 505.

A3: Implement evidence-based policies and practices that support student learning and success in and outside the classroom.

Goal E: Responsibility - Parkland College will strive for sustainable fiscal and financial vitality emphasizing a continued investment in the human, technological, physical and virtual assets of the college.

E3: Maintain and create sustainable resources to maximize efficiency of all operations and create learning opportunities for faculty, staff and students

Bids have been received from four contractors and the results are listed below:

<u>Company Name</u>	<u>Bid Price</u>
1. Designs for Vision student) Bohemia, NY 11716	\$ 37,620 (\$1045 per
2. Orascoptic student) Middleton, WI 53562	\$ 44,820 (\$1245 per

It was moved by Mr. Knott and seconded by Mr. Ayers to approve the bid from Orascoptic, Middleton, WI, for Magnification Loupes and Lights at a total cost of \$44,820.00.

The motion carried by the following vote: AYES—Ayers, Johnson, Knott, Voyles, Westfield, Maiga (Advisory Vote), Trimble; NAYS—None; ABSENT—Green.

EXEMPT PURCHASE – 2016 FORD STARCRAFT MVP 24-PASSENGER BUS

The Department of Public Safety requested purchasing a used 2016 Ford Starcraft MVP 24-passenger shuttle bus. Public Safety has management and oversight of the bus fleet. The bus fleet is used to transport students, faculty and staff to various academic, sporting and professional functions. The useful service life of the current bus, a 2006 Ford Starcraft 22- passenger, has ended. Maintenance costs have increased significantly over the last several years. Due to the age, mileage and re-occurring maintenance issues, safety and reliability have diminished. The 2016 Ford Starcraft MVP 24-passenger bus has been evaluated by an independent certified bus mechanic and it has been maintained in excellent condition.

Description of unit to be purchased for \$46,150 follows:

2016 Ford Starcraft MVP - VIN 1FDFE4FS4GDC11163
6.8 Liter V10 Triton Gas engine
24-passenger, cloth seating
Overhead passenger luggage rack
Rear luggage compartment
66,450 miles

This purchase relates to the following strategic goals:

Goal A: Parkland College will maintain the highest educational standards providing ongoing continuous learning for all citizens of District 505.

A1: Provide consistent and comprehensive professional development for all faculty and staff.

A2: Ensure the excellence of academic programs with emphasis on teaching and learning, student success, and outcomes assessment.

Goal E: Parkland College will strive for sustainable fiscal and financial vitality emphasizing a continued investment in the human, technological, physical, and virtual assets of the college.

E3: Maintain and create sustainable resources to maximize efficiency of all operations and create learning opportunities for faculty, staff, and students.

Administration recommended purchasing the 2016 Ford Starcraft MVP shuttle bus proposed by Las Vegas Bus Sales for a total cost of \$46,150.00 plus reasonable costs to ship this bus to Parkland, ship Parkland's Trade-In to Las Vegas, taxes, fees, licensing, and other related expenses not to exceed \$15,000.00. This item is exempt from formal bid requirements per the Illinois Public Community College Act section 805/3-27 (i) purchases of equipment previously owned by some entity other than the district itself. Board authorization was requested since the cost exceeded \$20,000.00. Funds will be available from Student Life funds generated from Student fee money.

It was moved by Mr. Knott and seconded by Mr. Voyles to approve the purchase of a 2016 Ford Starcraft MVP shuttle bus from Las Vegas Bus Sales, Las Vegas, Nevada, for a total cost of \$46,150.00 plus reasonable costs to ship this bus to Parkland, ship Parkland's trade-in to Las Vegas, taxes, fees, licensing, and other related expenses not to exceed \$15,000.00.

The motion carried by the following vote: AYES—Ayers, Johnson, Knott, Voyles, Westfield, Maiga (Advisory Vote), Trimble; NAYS—None; ABSENT—Green.

EXEMPT PURCHASE – 2015 FREIGHTLINER ODYSSEY XL 34-PASSENGER BUS

The Department of Public Safety requested purchasing a used 2015 Freightliner Odyssey XL 34-passenger shuttle bus. Public Safety has management and oversight of the bus fleet. The bus fleet is used to transport students, faculty and staff to various academic, sporting and professional functions. The useful service life of the current bus, a 2004 International 30- passenger, has ended. Maintenance costs have increased significantly over the last several years. Due to the age, mileage and re-occurring maintenance issues, safety and reliability have diminished. The 2015 Freightliner Odyssey XL 34-passenger bus has been evaluated by an independent certified bus mechanic and it has been maintained in excellent condition.

Description of unit to be purchased for \$95,000.00 follows:

2015 Freightliner Odyssey XL - VIN 1FVACWDT2FHGN4583
6.7 Liter Cummins Diesel engine
34-passenger, cloth seating
Overhead passenger luggage rack
Rear luggage compartment
28,000 miles

This purchase relates to the following strategic goals:

Goal A: Parkland College will maintain the highest educational standards providing ongoing continuous learning for all citizens of District 505.

A1: Provide consistent and comprehensive professional development for all faculty and staff.

A2: Ensure the excellence of academic programs with emphasis on teaching and learning, student success, and outcomes assessment.

Goal E: Parkland College will strive for sustainable fiscal and financial vitality emphasizing a continued investment in the human, technological, physical, and virtual assets of the college.

E3: Maintain and create sustainable resources to maximize efficiency of all operations and create learning opportunities for faculty, staff, and students.

Administration recommended purchasing the 2015 Freightliner Odyssey XL 34-passenger shuttle bus proposed by JMG Lightning Transportation, Mesa, Arizona for a total cost of \$95,000.00 plus reasonable costs to ship this bus to Parkland, taxes, fees, licensing, and other related expenses not to exceed \$15,000.00. This item is exempt from formal bid requirements per the Illinois Public Community College Act section 805/3-27 (i) purchases of equipment previously owned by some entity other than the district itself. Board authorization was requested since the cost exceeded \$20,000.00. Funds will be available from Student Life funds generated from Student fee money.

It was moved by Mr. Knott and seconded by Mr. Voyles to approve the purchase of a 2015 Freightliner Odyssey XL shuttle bus from JMG Lightning Transportation, Mesa, Arizona, for a total cost of \$95,000.00 plus reasonable costs to ship this bus to Parkland, taxes, fees, licensing, and other related expenses not to exceed \$15,000.00.

The motion carried by the following vote: AYES—Ayers, Johnson, Knott, Voyles, Westfield, Maiga (Advisory Vote), Trimble; NAYS—None; ABSENT—Green.

**EXEMPT PURCHASE – INSTRUCTIONAL/OFFICE COMPUTER
HARDWARE/SOFTWARE**

In support of the rotational plan for computer replacement, classroom instruction, updating servers/data storage and security requirements, the following recommendations were made:

- Purchasing 500 Dell computers for instructional and office use at an average cost of \$1,100 from Dell Computer Corporation of Round Rock, TX, for a total of \$550,000.
- Purchasing 60 Apple computers for instructional and office use at an average cost of \$2,000 from Apple Computer of Cupertino, CA, for a total of \$120,000.
- Purchasing 12 projectors for instructional and office use from Troxell Communications of Evergreen Park, IL, for a total of \$12,000.
- Purchasing 8 Dell network servers and 200 TB of SAN storage for instructional and office use from Dell Computer Corporation of Round Rock, TX, for a total of \$180,000.
- Purchasing Cisco Nexus 7706 Core Switch and Nexus 9300 Interface Switches, and installation services to replace our existing core network equipment that is no longer supported and unable to be updated, from CDW Government of Vernon Hills, IL for a total of \$400,000.
- Purchasing Aruba 7210 Wi-Fi Network Controllers to replace our existing Wi-Fi network equipment that is approaching End of Support, from Entre Solutions II, Bloomington, IL for a total of \$40,000.

These purchases relate to the following strategic goals:

Goal E: Parkland College will strive for sustainable fiscal and financial vitality emphasizing a continued investment in the human, technological, physical, and virtual assets of the college.

E2: Utilize our strategic technology plan to support all areas of the college.

These items are exempt from formal bid requirements per the Illinois Public Community College Act section 805/3-27.1 (f) purchases and contracts for the use, purchase, delivery, movement, or installation of data processing equipment, software, or telecommunications and inter-connect equipment, software, and services; (g) contracts for duplicating machines and supplies. Board authorization was requested since the cost exceeded \$20,000.00. Funds are available in the FY 2018 and FY2019 operating budgets for this purchase.

It was moved by Mr. Knott and seconded by Mr. Ayers to approve the purchases of items as listed above from the vendors and at the cost described, for a total purchase price of approximately \$1,302,000.00.

The motion carried by the following vote: AYES—Ayers, Johnson, Knott, Voyles, Westfield, Maiga (Advisory Vote), Trimble; NAYS—None; ABSENT—Green.

FREEDOM OF INFORMATION ACT (FOIA) REQUESTS

Chris Randles reviewed requests made under the FOIA during the month and the disposition of the requests.

- Peter Butler, El Dorado Locators – Outstanding checks over \$2,000 since 6/1/2015
- Ivy Valencia, ConstructConnect – PHS bid contractor and schedule
- Sumuk Rao – PHY141 Mechanics and MAT 228
- Sumuk Rao – Various class grade distributions
- Tom Kachich, The News-Gazette – College attorney invoices for Ms. Harden

APPLICATION OF FUNDS FROM EXTERNAL SOURCES

Grant proposals were presented for consideration prior to submission to the specific agencies. It was moved by Mr. Knott and seconded by Mr. Ayers to approve the following grant applications:

1. Illinois Community College Faculty Association (ICCFA): Dr. Joseph T. Cipfl Faculty Research Grant
2. Illinois Board of Higher Education (IBHE): Illinois Cooperative Work Study (ICWS)

The motion carried by the following vote: AYES—Ayers, Johnson, Knott, Voyles, Westfield, Maiga (Advisory Vote), Trimble; NAYS—None; ABSENT—Green.

CLOSED SESSION

Chairman Trimble stated the Board would be going into Closed Session for the following reasons:

1. Appointment, employment, compensation, resignation, discipline, peerformance, or dismissal of specific employees.
2. Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.
3. Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.

It was moved by Mr. Knott and seconded by Mr. Ayers to go into Closed Session for the reasons stated above.

The motion carried by the following vote: AYES—Ayers, Johnson, Knott, Voyles, Westfield, Maiga (Advisory Vote), Trimble; NAYS—None; ABSENT—Green.

The Board went into Closed Session at 8:00 pm.

The Open Meeting resumed at 8:27 pm.

CLOSED SESSION AUDIO APPROVAL

It was moved by Mr. Ayers and seconded by Mr. Johnson to approve the audio recording made of the Executive Session of May 16, 2018, and that the secretary of the Board make provisions for its safe keeping and that it be made available only upon the proper order of the court and a finding by a judge that such audio tape should be released, and that such audio recording will be destroyed 18 months after the date of the meeting if the Board has adopted written minutes of the Executive Session in question.

The motion carried by the following vote: AYES—Ayers, Johnson, Knott, Voyles, Westfield, Maiga (Advisory Vote), Trimble; NAYS—None; ABSENT—Green.

PERSONNEL REPORT

It was moved by Mr. Ayers and seconded by Mr. Johnson to approve the Personnel Report for May, 2018, in accordance with the document provided to the Board.

The motion carried by the following vote: AYES—Ayers, Johnson, Knott, Voyles, Westfield, Maiga (Advisory Vote), Trimble; NAYS—None; ABSENT—Green.

COLLECTIVE BARGAINING AGREEMENT

It was moved by Mr. Ayers and seconded by Mr. Johnson to approve the collective bargaining agreement between the Board of Trustees of Parkland College, Community College District 505, and the Parkland Academic Employees' Organization for the period of academic years 2018/2019 through 2020/2021.

The motion carried by the following vote: AYES—Ayers, Johnson, Knott, Voyles, Westfield, Maiga (Advisory Vote), Trimble; NAYS—None; ABSENT—Green.

VICE PRESIDENT CONTRACT

It was moved by Mr. Ayers and seconded by Mr. Johnson to approve the employment contract for Stephanie Stuart as Vice President for Communications and External Affairs effective June 11, 2018 through June 30, 2021.

The motion carried by the following vote: AYES—Ayers, Johnson, Knott, Voyles, Westfield, Maiga (Advisory Vote), Trimble; NAYS—None; ABSENT—Green.

TRUSTEE REPORTS

Trustee Ayers stated that Parkland should be very proud of the recent Phi Theta Kappa awards. Parkland has an excellent chapter.

ADJOURNMENT

There being no further business to come before the Board, it was moved by Mr. Voyles and seconded by Mr. Westfield for adjournment and voted AYE by all trustees present. The meeting was adjourned at 8:32 p.m.

Dana Trimble, Chairman
Board of Trustees

James L. Ayers, Secretary
Board of Trustees