



**Board of Trustees of John Wood Community College  
Counties of Adams, Pike, Hancock, Calhoun,  
Schuyler, Brown, Morgan, Scott, Cass  
and State of Illinois**

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*The meeting will begin **at 6:00 o'clock P.M.** Requests for public comment may be submitted in accordance with board policy or by calling Leah Benz at (217) 641-4102 or by email at [lbenz@jwcc.edu](mailto:lbenz@jwcc.edu) and arrangements will be made to allow public comment through teleconferencing.*

Date: **09.18.24 BOARD OF TRUSTEES REGULAR MEETING**

Location: Student Administrative Center, Board Room, 1301 South 48<sup>th</sup> Street, Quincy IL 62305

Time: **6:00 P.M.**

**AGENDA**

**Page**

- 1. Call to Order/Appointment of Assistant Secretary**
- 2. Roll Call**
- 3. Pledge of Allegiance; Mission Statement – JWCC enriches lives through learning by providing accessible educational opportunities and services at an exceptional value**
- 4. Introduction**
  - o Alexis Klinner, Instructor Biology
- 4.1 Blazers at Their Best**
- 5. Special Report**
- 6. Consideration of Items from the Floor**
- 7. Public and/or Employee Comment**

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September 18, 2024, Board of Trustees Regular Meeting

**Mission:** JWCC enriches lives through learning by providing accessible educational opportunities and services at an exceptional value.

**Vision:** JWCC will be the community’s partner and leader in education, workforce training and lifelong learning.

**Core Values:** Excellence    Accountability    Integrity    Servant Leadership    Lifelong Learning



Office of the President

<b>8. President and Committee Reports</b>	
8.1 <b>ICCTA/West Central Region Report</b> – <i>Dr. Randy Greenwell ICCTA representative, Mr. Don Hess, first alternate</i>	Table Folder
8.2 <b>Board Executive Committee Report</b> – <i>Mr. Bob Rhea, Mr. Andy Sprague, Ms. Paula Hawley</i>	Table Folder
8.3 <b>Board Curriculum Committee Report</b> – <i>Mr. Don Hess, Dr. Randy Greenwell</i>	Table Folder
8.4 <b>Board Finance and Audit Committee Report</b> – <i>Mr. Larry Fischer, Ms. Angela Greger</i>	Table Folder
8.5 <b>Student Trustee Report</b> – <i>Mr. Kannon Dickerman</i>	
8.6 <b>Administration Report</b> – <i>Dr. Bryan Renfro</i>	
<b>9. Consent Agenda</b>	
<b>Consent business Items</b>	
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9.2 Request approval of bills for July and August payment <b>Finance and Audit Committee</b>	
9.3 Request approval of monthly financial statements for July and August <b>Finance and Audit Committee</b>	
9.4 Request approval of trustee & employee travel expenditures for July and August <b>Finance and Audit Committee</b>	
<b>10. Grant items</b>	
10.1 Request authorization to submit a grant application to Swipe Out Hunger 2024 for a grant entitled “Blazer Fuel Station Funding Support”- <b>Amount Requested: \$6,000</b>	14
10.2 Request authorization to submit a grant application to ICCB for a grant entitled “FY25 Bridge & Transition Grant” - <b>Amount Requested: \$200,000 -\$250,000</b>	15-16
10.3 Request authorization to accept grant funds from Illinois Community College Board for Mental Health Action on Campus Act Appropriation - <b>Amount of Acceptance: \$50,000</b>	17
10.4 Request authorization to accept grant funds from IGEN for Learning Center & Activity Center LED Project <b>Amount Requested: \$97,991</b>	18-19

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September 18, 2024, Board of Trustees Meeting

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Office of the President

**11. Business Items**

11.1 Request approval to transfer \$672,848.95 from Operating Funds to the Operations and Maintenance Restricted Fund for fiscal year 2024 20

11.2 Request approval to transfer \$850,000 from the Operating Funds to the Auxiliary Fund for fiscal year 2024 21

11.3 Request authorization to award United Systems, Inc. the Door Access proposal in the amount of \$139,000 22

**12. Discussion Items**

12.1 Calendar of Events 23

**13. Notices and Communications**

**14. Personnel Items**

14.1 Request authorization to employ new staff and faculty, accept resignations, retirements, terminations, and implement status changes as presented. 24-27

**15. Other Items**

**16. Closed Session**

116.1 A closed session will be necessary to consider the appointment, employment, discipline, performance, or dismissal of specific employees of the public body.

**17. Resume Open Session**

**18. Open Session Matters**

Approve any matter discussed in closed session as necessary and limited to those matters authorized for discussion in closed session by motion of the Boards specifically including but not limited to, the hiring, including non-contractual, contract approval, and contract amendment, release, discharge, discipline, transfer, resignation, and retirement of staff

**19. Adjournment**

*“The agenda may refer to addenda, reports, presentations, or other documents. These are available in the board Packet and are incorporated by reference. The packet is available from the President’s office and may be posted on the website with the agenda.”*

September 18, 2024, Board of Trustees Meeting

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Date: **07.24.24** Board of Trustees Meeting

RE: **BOARD MEETING MINUTES**

Location: Board Room, Student Administrative Center, 1301 S. 48th Street Quincy Illinois 62305

**1. Call to Order/Appointment of Assistant Secretary**

The **07.24.24** Board of Trustees meeting was called to order in the Board Room, 1301 S. 48<sup>th</sup> Street, Quincy, Illinois, 62305 at 6:00 p.m. by Mr. Bob Rhea, chair. Mr. Rhea appointed Ms. Benz assistant secretary.

**2. Roll Call**

Ms. Benz called roll:

NAME	AYE	NAY	PRESENT	ABSENT
Mr. Dickerman			X	
Ms. Greger			X	
Mr. Hess			X	
Mr. Sprague			X	
Ms. Hawley			X	
Dr. Greenwell			X	
Mr. Fischer			X	
Mr. Rhea			X	
Voice Vote				

**Attendees:** Dr. Bryan Renfro, Ms. Leah Benz, Mr. James Rapp, Dr. Shelley Barkley, Ms. Rachel Hansen, Mr. Adam Hightower, Ms. Deb Currier, Mr. Jeffrey Grawe, Ms. Alison Schwagmeyer-Belger, Ms. Natalya Sorensen, Ms. Amy Baker, Mr. Dave Hetzler, Ms. Amy Husted.

**3. Pledge of Allegiance; Mission Statement** – Pledge of Allegiance was said. Mr. Kannon Dickerman shared the mission statement of the College.

**4. Introductions**

- o Amy Baker, Chief Human Resources Officer
- o Deb Currier, Academic & Success Coach
- o Jeffrey Grawe, Campus Police Officer
- o Stephanie Powell, Maintenance Technician, Floors
- o Alison Schwagmeyer-Belger, Head Women’s Basketball Coach, Assistant Athletic Director
- o Natalya Sorensen, Administrative Specialist, Adult & Community Education
- o Adam Hightower, Athletic Director for JWCC

**5. Special Report** – No report.

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07.24.24 Board of Trustees meeting



6. **Consideration of Items from the Floor - None**

7. **Public and/or Employee Comment**

Public Hearing of the FY25 Budget was opened.

8. **President and Committee Reports**

8.1 **ICCTA/West Central Region Report – Dr. Randy Greenwell, ICCTA representative, Mr. Don Hess.** No report.

8.2 **Board Executive Committee Report – Mr. Bob Rhea, Mr. Andy Sprague, Ms. Paula Hawley**  
The Executive Committee met on Thursday, July 11, 2024, in room C252 at 1:30 pm. Attendees were Mr. Bob Rhea and Mr. Andy Sprague; trustees via Zoom. Ms. Paula Hawley; trustee, absent. Dr. Bryan Renfro; president, and Ms. Leah Benz; notetaker, present.

The committee discussed and reviewed July Board agenda items. Those included:

*Consent items*

- June regular meeting minutes
- Bills for payment, travel expenditures

*Grant items*

Two grants are requesting acceptance of funds, and three grant applications are being submitted.

*Business items*

- Discussed the FY25 annual budget adoption – Public Hearing
- Heard five RAMP documents proposed for submission are the same as last year’s
- Learned revisions were made to 2024-2025 College Catalog for adoption to align with Pathways. Portions were revised for easier navigation.
- Heard the below agreements were being presented:
  - GREDF is to allow for data sharing
  - Regional Office of Education is a continuation of allowing a presence at the Southeast Education Center
  - Architechnics, Inc. is to provide renovations for a science lab
  - Quanada is an annual agreement to support services of the organization
  - Informed the FY25 dues to ICCTA will be presented for approval

A bid opening was discussed which would award a vendor with the lowest price to provide services for a door access system. No results were available at this meeting.

Discussion was held on personnel items.

Additional items discussed:

*Fair Labor Standards Act Impact* - Documentation was presented to the committee on the recent federal changes for expanding overtime with potential impact to JWCC. JWCC should not see any



impact from the July 1 change, but 15 positions would be impacted as of January 1, 2025, should the additional changes go into effect.

*Transcript Holds*

In October 2023, the US Education Department announced it is prohibiting withholding transcripts of students in specific situations. The rule went into effect on July 1, 2024, and applies only to students who have used federal financial aid to pay for their education. As a result of this announcement in 2023 JWCC did remove all holds placed on transcripts.

*Other*

A current FSFA status was requested to share.

**8.3 Board Curriculum Committee Report - Mr. Larry Fischer, Ms. Angela Greger.** The Curriculum Committee met on Thursday, July 11, 2024, in room C252 at 1:30 pm. Present were Dr. Randy Greenwell; trustee, Mr. Don Hess; trustee, Dr. Bryan Renfro; president, and Dr. Shelley Barkley; vice president of academic & student affairs and Kristina Johnson; note taker.

Administration discussed the ICCB-recognized Program Review process, which is part of our Institutional Effectiveness framework. The ICCB schedules reviews of academic program areas on a five-year rotation. The programs under review include Physical and Life Sciences, Developmental English and Language Arts, Financial Aid, and the Business Office.

The Assessment and Curriculum process was also being reviewed, with an assessment manual in development to clearly define expectations for Academics and Student Affairs. Administration is ensuring that faculty are regularly informed and involved in the articulation process and course revisions to meet (IAI) Illinois Articulation Initiative transfer standards, therefore ensuring transparency.

The 2024-25 course catalog arrived and is available online. A committee has been established to review the catalog throughout the year, ensuring early availability for the upcoming academic year. The updated catalog includes pathways for AAS degrees.

**8.4 Board Finance and Audit Committee Report – Dr. Randy Greenwell, Mr. Don Hess** – The Finance and Audit Committee met on Wednesday, July 10, 2024, at 2:00 p.m., at John Wood Community College. Present were Dr. Bryan Renfro; president, Josh Welker; dean of business services & institutional effectiveness, Mr. Larry Fischer; trustee and Jenny Venvertloh; notetaker. Ms. Angela Greger was absent.

Bills for payment, travel requests, board budget, were reviewed and discussed.

July Board agenda items discussed.

- a. Approved Budget – The tentative budget presented at the June Board of Trustees meeting has been on display for thirty days for public inspection.



Office of the President

- b. FY 2025 ICCB Capital Budget Request RAMP (Resource Allocation Management Plan) Document – The committee reviewed the proposed five RAMP documents and matching funds commitment for submission to the Illinois Community College Board. The projects were:
  - 1. Parking Lot Repairs – Main Campus
  - 2. Heat Pump Replacement - Agricultural Education Center
  - 3. Roof Replacement – Learning Center (B Building of Main Campus)
  - 4. Restroom Stall Partition Replacements – Main Campus & Agricultural Education Center
  - 5. Entrance Vestibule – Heath Center (D Building of Main Campus)
- c. Door Access - This item was removed from the agenda to review other options as a result of the bid opening.
- d. Regional Office of Education Sublease Agreement at the Southeast Education Center – The committee heard a request for the College to enter into a one (1) year continuation sublease agreement.

8.5 **Student Trustee Report – Mr. Kannon Dickerman** – Student government is preparing for the new school year. Discussion has been held on renovations of campus life space. The annual presidential scholarship recipient camp is scheduled for August 19. It is an opportunity to bond with fellow students and outline expectations.

8.6 **Administration Report - Dr. Renfro** – The budget proposed at this July meeting is committed to high quality education for students, a tuition freeze, includes a tax reduction, and the implementation of a caring campus. Appreciation was given to our Chief Financial Officer and Business Office staff for a balanced budget.

In March FSFA (Federal Student Financial Aid) filing process for students across the country experienced difficulty filing their financial aid forms. At this time, we do not have the exact number of students who might have been experience this problem. Of the students that are enrolled, currently 256 of them have not completed their FSFA.

On July 17 a professional development event was held on campus. This was a Caring Campus event. Three (3) sessions were scheduled with around 90 staff and faculty in attendance. The seven (7) behaviors were rolled out. Four (4) are to be started this fall. Interaction was done by a QR code on individual cell phones. Blazers at their Best received eleven (11) submission responses. Dr. Renfro highlighted two of them. Blazers at their Best category will be included on the agenda at the next Board meeting.

9. **Consent Agenda**  
**Consent business**

9.1 Request approval of 06.18.24 Board regular meeting minutes

9.2 Request approval of bills for payment for June **Finance and Audit Committee**

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07.24.24 Board of Trustees meeting



9.3 Request approval of monthly financial statement - *No financials for June* **Finance and Audit Committee**

9.4 Request approval of trustee and employee travel expenditures for June **Finance & Audit Committee**

**Motion:** *Approval of consent agenda items.*

Moved by: Mr. Hess

Seconded by: Ms. Hawley

**Discussion:**

NAME	AYE	NAY	PRESENT	ABSENT
Mr. Dickerman	x			
Ms. Greger	x			
Mr. Hess	x			
Mr. Sprague	x			
Ms. Hawley	x			
Dr. Greenwell	x			
Mr. Fischer	x			
Mr. Rhea	x			
Voice Vote				

10. **Grant Items - All grants were presented under one motion.**

10.1 *Request authorization to accept grant funds from Illinois Community College Board for Rev Up EV Capacity Building Project – Amount of Acceptance: \$90,000*

Moved by: Dr. Greenwell

Seconded by: Mr. Sprague

**Discussion:** This Electric Vehicle (EV) Capacity Building project will enhance JWCC’s infrastructure, expand training programs, and foster industry partnerships to develop a clean energy program model that will represent the clean transportation workforce needs of the area. Focus of this project will be an EV education and awareness campaign to engage the community and the automotive/transportation industry.

10.2 *Request authorization to accept grant funds from Illinois Department on Aging (IODA) for Retired Senior Volunteer Program – Amount of Acceptance: \$49,547*





Office of the President

Discussion: IDOA grant will be used to engage persons 55 years of age and older in volunteer service to meet critical needs and to provide a high quality of experience that will enrich the lives of the volunteers. Funds will be used to match and/or complement federal funds.

10.3 Request authorization to submit a grant application to Department of Education for Student Support Services (TRIO) – Amount Requested: \$389,975 or \$1,949,875 for a total of 5 years

Discussion: This proposal will fund the Student Support Services program, designed to provide academic and personal support for 175 low-income, first generation, and students with disabilities on JWCC’s campus. Further, the grant assists students in retention, graduation, and transfer to 4-year university/college.

10.4 Request authorization to submit a grant application to Illinois Community College Board for the FY25 Pipeline for the Advancement of Healthcare Workforce (PATH) Amount Requested: \$197,255

Discussion: Year 4 of Healthcare Pathway project is to create, support, and expand the opportunities of individuals in the nursing and other select healthcare pathways to obtain credentials and degrees that allow them to enter and/or advance their careers in the fields of CNA, LPN/RN, CMA, Surgical Tech, and EMT/Paramedic. Goals are to increase healthcare field enrollment and degree completion to fill in-demand local jobs.

10.5 Request authorization to submit a grant application Illinois Community College Board for FY25 Perkins Amount Requested: \$167,780

Discussion: Perkins V is a federally funded grant awarded through the state that provides funds for CTE programs. The grant helps strengthen the relationship between secondary, post-secondary and industry. The relationships created between these sectors allows education to remove barriers and create exposure in the Career and Technical fields. Award of this grant allows JWCC to purchase equipment in CTE departments and provide services to students in CTE programs.

NAME	AYE	NAY	PRESENT	ABSENT
Mr. Dickerman	x			
Ms. Greger	x			
Mr. Hess	x			
Mr. Sprague	x			
Ms. Hawley	x			
Dr. Greenwell	x			
Mr. Fischer	x			
Mr. Rhea	x			
Voice Vote				

11. Business - PUBLIC HEARING OF THE FY25 BUDGET CLOSE

11.1 MOTION: Request approval of the Fiscal Year 2025 resolution and certification adopting the annual budget

07.24.24 Board of Trustees meeting

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Moved by: Mr. Sprague  
Seconded by: Ms. Greger

**Discussion:** The budget was presented at the June Board of Trustees meeting and has been on display for public inspection for thirty days. The public hearing was held and all provisions of the Illinois Community College Act regarding adoption of the annual budget have been met. The budget is balanced with operating revenue and expenditures of \$19,058,123. This is an increase from the fiscal year 2024 budget of \$1,044,855.

Operating revenue projections include:

- State funding of \$2,464,961 and represents 12.9% of total revenues.
- Tuition revenue based on 38,500 credit hours which represents an increase of 1,000 credit hours from FY2024 budgeted credit hours.
- Local property tax levy of \$6,258,097 based on a tax rate that is estimated to be approximately 1 cent (2.2%) lower and represents 32.8% of total revenues.
- Corporate Personal Property Replacement Tax revenue of \$1,000,000 which is the same amount budgeted in FY2024 but \$114,000 less that was is expected to be received in FY2024.
- No in-district tuition or universal fee increase.

Operating expenditure projections include:

- All contractual obligations including all debt payments.
- Faculty and staff salary increases of approximately 3.25% for all Board-approved positions plus additional staff raises stemming from compensation reviews.
- Funding for reorganizational plans from all service areas as recommended by the President

NAME	AYE	NAY	PRESENT	ABSENT
Mr. Dickerman	x			
Ms. Greger	x			
Mr. Hess	x			
Mr. Sprague	x			
Ms. Hawley	x			
Dr. Greenwell	x			
Mr. Fischer	x			
Mr. Rhea	x			
Voice Vote				

11.2 **MOTION:** *Request approval of five RAMP documents and the matching funds commitment for submission to the Illinois Community College Board*

Moved by: Dr. Greenwell  
Seconded by: Mr. Hess

07.24.24 Board of Trustees meeting



**Discussion:** Five RAMP (Resource Allocation and Management Plan) documents regarding an Illinois Community College Board Capital Budget request for FY2025 were presented.

These five projects are identified below:

1. Parking Lot Repairs - Main Campus (\$700,000 total cost; \$175,000 local match)
2. Heat Pump Replacement - Agricultural Education Center (\$131,000 total cost; \$32,750 local match)
3. Roof Replacement - Learning Center, B Building of Main Campus (\$525,000 total cost; \$131,250 local match)
4. Restroom Stall Partition Replacements - Main Campus and Agricultural Education Center (\$135,000 total cost; \$33,750 local match)
5. Entrance Vestibule - Heath Center (D Building of Main Campus) (\$79,500 total cost; \$19,875 local match)

These requests involve a matching funds commitment by the Board of Trustees. Upon Board approval, the RAMP projects are submitted to the Illinois Community College Board for consideration in the FY2025 capital budget.

NAME	AYE	NAY	PRESENT	ABSENT
Mr. Dickerman	x			
Ms. Greger	x			
Mr. Hess	x			
Mr. Sprague	x			
Ms. Hawley	x			
Dr. Greenwell	x			
Mr. Fischer	x			
Mr. Rhea	x			
Voice Vote				

**11.3 MOTION:** *Request adoption of the 2024-2025 College Catalog*

Moved by: Ms. Hawley  
Seconded by: Ms. Greger

**Discussion:** The 2024-2025 John Wood Community College Catalog and Student Handbook serves as the primary informational document for prospective students and others who are interested in obtaining information about programs, services, and activities offered by the College. Because some court cases have ruled that a college catalog is a legally binding document, it is recommended that the Board adopt the John Wood Community College Catalog and Student Handbook for 2024-2025.

NAME	AYE	NAY	PRESENT	ABSENT
Mr. Dickerman	x			



Office of the President

Ms. Greger	x			
Mr. Hess	x			
Mr. Sprague	x			
Ms. Hawley	x			
Dr. Greenwell	x			
Mr. Fischer	x			
Mr. Rhea	x			
Voice Vote				

11.4 **MOTION:** Request authorization to enter into a lease agreement with the Regional Office of Education at the Southeast Education Center

Moved by: Mr. Sprague

Seconded by: Mr. Hess

**Discussion:** The Regional Office of Education has requested the continuation of the sublease agreement at the Southeast Education Center. It is recommended that the Board of Trustees authorize to enter into a one (1) year sublease agreement.

NAME	AYE	NAY	PRESENT	ABSENT
Mr. Dickerman	x			
Ms. Greger	x			
Mr. Hess	x			
Mr. Sprague	x			
Ms. Hawley	x			
Dr. Greenwell	x			
Mr. Fischer	x			
Mr. Rhea	x			
Voice Vote				

11.5 **MOTION:** Request authorization to enter into an agreement with Quanada

Moved by: Dr. Greenwell

Seconded by: Mr. Fischer

**Discussion:** This agreement is an annual request with Quanada for services and support.

NAME	AYE	NAY	PRESENT	ABSENT
Mr. Dickerman	x			
Ms. Greger	x			
Mr. Hess	x			
Mr. Sprague	x			
Ms. Hawley	x			

07.24.24 Board of Trustees meeting

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Office of the President

Dr. Greenwell	x			
Mr. Fischer	x			
Mr. Rhea	x			
Voice Vote				

11.6 **MOTION:** Request authorization to enter into an agreement with Architechnics Inc. for science lab renovation

Moved by: Dr. Greenwell

Seconded by: Mr. Sprague

**Discussion:** A request to enter into an agreement with Architechnics Inc for renovation of the science lab was discussed and reviewed.

NAME	AYE	NAY	PRESENT	ABSENT
Mr. Dickerman	x			
Ms. Greger	x			
Mr. Hess	x			
Mr. Sprague	x			
Ms. Hawley	x			
Dr. Greenwell	x			
Mr. Fischer	x			
Mr. Rhea	x			
Voice Vote				

11.7 **MOTION:** Request authorization of payment for Illinois Community College Trustees Association FY25 dues

Moved by: Dr. Greenwell

Seconded by: Ms. Greger

**Discussion:** John Wood Community College received an invoice for the 1<sup>st</sup> installment for FY25 dues to the Illinois Community College Trustees Association in the amount of \$3,832.00.

Dues in FY24 were \$3,927.00 per installment.

NAME	AYE	NAY	PRESENT	ABSENT
Mr. Dickerman	x			
Ms. Greger	x			
Mr. Hess	x			
Mr. Sprague	x			
Ms. Hawley	x			
Dr. Greenwell	x			
Mr. Fischer	x			



Office of the President

Mr. Rhea	x			
Voice Vote				

12. Discussion Item

12.1 Calendar of Events - The Board members were requested to review their calendars for a fall retreat date.

13. Notices and Communications

14. Personnel Items

14.1 MOTION: Authorize to employ new staff and faculty, accept resignations, retirements, terminations, and implement status changes as presented.

Moved by: Mr. Sprague

Seconded by: Ms. Greger

Discussion:

NAME	AYE	NAY	PRESENT	ABSENT
Mr. Dickerman	x			
Ms. Greger	x			
Mr. Hess	x			
Mr. Sprague	x			
Ms. Hawley	x			
Dr. Greenwell	x			
Mr. Fischer	x			
Mr. Rhea	x			
Voice Vote				

15. Other Items

16. Closed Session

16.1 A closed session will be necessary to consider the appointment, employment, discipline, performance, or dismissal of specific employees of the public body for the purpose of discussing “the purchase or lease of real property for the use of the public body, including discussing whether a particular parcel should be acquired.”

Moved by: Mr. Sprague

Seconded by: Dr. Greenwell

Discussion:



Office of the President

NAME	AYE	NAY	PRESENT	ABSENT
Mr. Dickerman				
Ms. Greger				
Mr. Hess				
Mr. Sprague				
Ms. Hawley				
Dr. Greenwell				
Mr. Fischer				
Mr. Rhea				
Voice Vote				

17. Resume Open Session

Moved by: Dr. Greenwell

Seconded by: Mr. Sprague

Discussion:

NAME	AYE	NAY	PRESENT	ABSENT
Mr. Dickerman				
Ms. Greger				
Mr. Hess				
Mr. Sprague				
Ms. Hawley				
Dr. Greenwell				
Mr. Fischer				
Mr. Rhea				
Voice Vote				

18. Adjournment

18.1 MOTION: Mr. Rhea, Board chair adjourned the June 18, 2024, Board of Trustees regular meeting.

Moved by:

Seconded by:

NAME	AYE	NAY	PRESENT	ABSENT
Mr. Dickerman	x			
Ms. Greger	x			
Mr. Hess	x			
Mr. Sprague	x			
Ms. Hawley	x			

07.24.24 Board of Trustees meeting

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Office of the President

Dr. Greenwell	x			
Mr. Fischer	x			
Mr. Rhea	x			
Voice Vote				

**19. Approval:**

Approved the **18<sup>th</sup> day of September 2024**, at a meeting of the Board of Trustees of Community College District No. 539, meeting at the Student Administrative Center, 1301 South 48<sup>th</sup> Street, Quincy Illinois 62305 at which \_\_\_\_\_ voting members were present, constituting a quorum by a vote of \_\_\_ ayes and \_\_\_\_\_ nays.

**CHAIR:**X \_\_\_\_\_ **SECRETARY:**X \_\_\_\_\_





Date: 9/18/2024 BOARD OF TRUSTEES MEETING  
From: Rachel Hansen, Dean of Student Services  
Item: **CONSENT**  
RE: **GRANT Apply for new funding**

- A. **GRANT PROPOSAL TITLE:** Blazer Fuel Station Funding Support
- B. **GRANT AGENCY:** Swipe Out Hunger 2024
- C. **GRANT APPLICATION DEADLINE:** 9/20/24                      **GRANT AWARD PERIOD:** 10/01/24-04/01/25
- D. **PROPOSAL DESCRIPTION:** JWCC is seeking additional funding to maintain and support the newly renovated Blazer Fuel Station, the on-campus food pantry service, open to those who are facing food insecurity. Swipe Out Hunger’s mission is aligned with JWCC’s recently adopted strategic initiative to address food insecurity, “Swipe Out Hunger powers the movement to end college student hunger”.
- E. **REQUESTED FUNDS:** \$6,000
- F. **OBLIGATION OF INSTITUTIONAL FUNDS/RESOURCES:** No matching funds are required.
- G. **PERSONNEL POSITIONS REQUIRED:** Current JWCC staff and faculty. No new hires needed.
- H. **IF REOCCURRING, PROVIDE PREVIOUS YEAR RESULTS:** N/A
- I. **(DATE) GRANT APPLICATION SUBMITTED TO BOARD:** 9/18/2024
- J. **(DATE) BOARD APPROVED ACCEPTANCE OF FUNDS:**
- K. **VICE PRESIDENT/DEAN/DIRECTOR REQUESTING APPROVAL:** Rachel Hansen, Dean of Student Services
- L. **STRATEGIC INITIATIVES THIS GRANT ADDRESSES:** Student Success, Excellence in Programs, Enrollment Growth and Stability, Stability of Resources, Partnerships

**I concur with the request and recommend the Board of Trustees authorize the College to apply for funds in the amount of \$6,000 for the purpose described above.**

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September 18, 2024 JWCC Board regular meeting

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Date: 9/18/24 BOARD OF TRUSTEES MEETING  
From: Dave Hetzler, Dean of CTE  
Item: **CONSENT**  
RE: **GRANT Application for New Funds**

- A. **GRANT PROPOSAL TITLE:** FY25 Bridge & Transition Grant
- B. **GRANT AGENCY:** ICCB
- C. **GRANT APPLICATION DEADLINE:** 10/08/2024                      **GRANT AWARD PERIOD:** 01/01/25-3/31/26
- D. **PROPOSAL DESCRIPTION:** Extension and expansion of the FY24 Bella Ease project. The purpose of this grant is to improve student transitions to and through postsecondary education (up to baccalaureate) and into employment. JWCC will utilize transition/wrap-around services which provide students with the information and assistance they need to access and persist along their career pathway. This may include providing wrap-around services for students transitioning from adult education or remedial coursework to credit programs, or from credit programs to the workforce. Services may include academic advising, career pathway navigation, tutoring, supplemental instruction, study skills, coaching, and referrals to individual support services (e.g., basic needs including housing, transportation, and childcare).
- E. **REQUESTED FUNDS:** \$200,000 - \$250,000
- F. **OBLIGATION OF INSTITUTIONAL FUNDS/RESOURCES:** No matching funds are required.
- G. **PERSONNEL POSITIONS REQUIRED:** One Part Time employee might be elevated to Full Time.
- H. **IF REOCCURRING, PROVIDE PREVIOUS YEAR RESULTS:** N/A
- I. **(DATE) GRANT APPLICATION SUBMITTED TO BOARD:** 9/18/2024
- J. **(DATE) BOARD APPROVED ACCEPTANCE OF FUNDS:**
- K. **VICE PRESIDENT/DEAN/DIRECTOR REQUESTING APPROVAL:** Dave Hetzler, Dean of CTE
- L. **STRATEGIC INITIATIVES THIS GRANT ADDRESSES:** Student Success, Excellence in Programs, Enrollment Growth and Stability, Stability of Resources, Partnerships

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September 18, 2024 JWCC Board regular meeting

**Mission:** JWCC enriches lives through learning by providing accessible educational opportunities and services at an exceptional value.

**Vision:** JWCC will be the community’s partner and leader in education, workforce training and lifelong learning.

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I concur with the request and recommend the Board of Trustees authorize the College to **apply for funds** to develop the Bridge program as outlined above. Exact project activities and funding needs are still being developed.



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September 18, 2024 JWCC Board regular meeting

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Date: 9/18/24 BOARD OF TRUSTEES MEETING  
From: Rachel Hansen, Dean of Students and Enrollment Services  
Item: **CONSENT**  
RE: **GRANT Acceptance of New Funds**

- A. **GRANT PROPOSAL TITLE:** Mental Health Action on Campus Act Appropriation
- B. **GRANT AGENCY:** Illinois Community College Board (ICCB)
- C. **GRANT APPLICATION DEADLINE:** 10/18/24      **GRANT AWARD PERIOD:** FY2025
- D. **PROPOSAL DESCRIPTION:** Year 3 Appropriated funding from ICCB to community colleges to address gaps in mental health services on college campuses through training, peer support, and community-campus partnerships. Areas of focus could include telehealth, campus ratios for service, and technical assistance. This is an appropriation, not a grant.
- E. **FUNDS REQUESTED:** \$50,000
- F. **OBLIGATION OF INSTITUTIONAL FUNDS/RESOURCES:** All activities are paid for from the appropriated funds.
- G. **PERSONNEL POSITIONS REQUIRED:** Current staff/faculty will oversee the activities associated with this project. No additional staffing requirements.
- H. **IF REOCCURRING, PROVIDE PREVIOUS YEAR RESULTS:**
- I. **(DATE) GRANT APPLICATION SUBMITTED TO BOARD:** NA (NO GRANT. FUNDS ARE APPROPRIATED)
- J. **(DATE) BOARD APPROVED ACCEPTANCE OF FUNDS:**
- K. **DEAN/DIRECTOR REQUESTING APPROVAL:** Rachel Hansen, Dean of Students and Enrollment Services
- L. **STRATEGIC INITIATIVES THIS GRANT ADDRESSES:** Student Success, Excellence in Programs, Enrollment Growth and Stability, Responsible Management of Resources

**I concur with the request and recommend the Board of Trustees authorize the College to accept the appropriated funds of \$50,000 for the purpose indicated above.**

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September 18, 2024 JWCC Board regular meeting

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Date: 9/18/2024 BOARD OF TRUSTEES MEETING  
From: Dave Hetzler, Dean of CTE  
Item: **CONSENT**  
RE: **GRANT Acceptance of New funds**

- A. **GRANT PROPOSAL TITLE:** Learning Center & Activity Center LED Project
- B. **GRANT AGENCY:** IGEN
- C. **GRANT APPLICATION DEADLINE:** 8/01/24                      **GRANT AWARD PERIOD:** 07/01/24-06/30/25
- D. **PROPOSAL DESCRIPTION:** JWCC’s goal is to incorporate efficiencies in the design and operation in every building and renovation project to move towards a “greener” campus. The Learning Center will require replacing the lamps within the existing ceiling cove fixtures with direct voltage wired LED lamps (removing the old fluorescent dimming ballasts). The Student Activity Center will require replacing 26 exterior HID fixtures with LED, and the stairs outside the Learning Center will require 7 LED bollards. Energy consumption comparison:
  - Existing fluorescent light dimming system = 15,271 watts
  - New LED zoned LED fixtures = 8,634 watts
- E. **REQUESTED FUNDS:** \$97,991
- F. **OBLIGATION OF INSTITUTIONAL FUNDS/RESOURCES:** No matching funds are required.
- G. **PERSONNEL POSITIONS REQUIRED:** Current JWCC staff and faculty. No new hires needed.
- H. **IF REOCCURRING, PROVIDE PREVIOUS YEAR RESULTS:** N/A
- I. **(DATE) GRANT APPLICATION SUBMITTED TO BOARD:** 9/18/2024
- J. **(DATE) BOARD APPROVED ACCEPTANCE OF FUNDS:**
- K. **VICE PRESIDENT/DEAN/DIRECTOR REQUESTING APPROVAL:** Dave Hetzler, Dean of CTE
- L. **STRATEGIC INITIATIVES THIS GRANT ADDRESSES:** Student Success, Excellence in Programs, Enrollment Growth and Stability, Stability of Resources, Partnerships

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September 18, 2024 JWCC Board regular meeting

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I concur with the request and recommend the Board of Trustees authorize the College to **accept funds** in the amount of **\$97,991** for the purpose described above.



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September 18, 2024 JWCC Board regular meeting

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Date: **September 18, 2024** BOARD OF TRUSTEES MEETING  
From: Josh Welker, Dean of Business Services & Institutional Effectiveness  
Item: **Business**  
RE: Transfer to O&M-Restricted Fund

The College would like to request to transfer \$672,848.95 from the Operating Funds to the Operations and Maintenance Restricted Fund for fiscal year 2024. This transfer will replenish deferred maintenance and capital project funds that were spent in fiscal year 2024, and also help fund maintenance and capital projects planned for fiscal year 2025 and future years.

**It is requested that the Board of Trustees approve the \$672,848.95 transfer from the Operating Funds to the Operations and Maintenance Restricted Fund.**

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September 18, 2024 JWCC Board regular meeting

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Date: **September 18, 2024** BOARD OF TRUSTEES MEETING  
From: Josh Welker, Dean of Business Services & Institutional Effectiveness  
Item: **Business**  
RE: Transfer to Auxiliary Fund

The College would like to request to transfer \$850,000 from the Operating Funds to the Auxiliary Fund for fiscal year 2024. This transfer will help raise the Self-Insurance Fund balance up to the target level and ensure sufficient funding levels for additional auxiliary funds such as Student Transportation, Student Life, and Athletics for fiscal year 2025.

**It is requested that the Board of Trustees approve the \$850,000 transfer from the Operating Funds to the Auxiliary Fund.**

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September 18, 2024 JWCC Board regular meeting

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Date: **September 18, 2024** BOARD OF TRUSTEES MEETING  
From: Josh Welker, Dean of Business Services & Institutional Effectiveness  
Item: **Business**  
RE: Door Access Request for Proposal

JWCC solicited request for proposals from qualified vendors to provide a door access system that would lock and unlock daily and have the option to immediately lock all doors with the push of a button and automatically contact the Quincy Police Department. The RFP was advertised in the Quincy-Herald Whig and on the John Wood Community College website. One RFP was received.

<u>Vendor</u>	<u>Total Cost</u>
United Systems, Inc. 1008 Jersey St. Quincy, IL 62301	\$139,000.00

It is recommended that the Board of Trustees accept the proposal and award to United Systems, Inc., in the amount of \$139,000.00.

**I concur with the recommendation and request the Board of Trustees accept the proposal and award to United Systems, Inc., in the amount of \$139,000.00.**

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September 18, 2024 JWCC Board regular meeting

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**09.18.2024 BOARD OF TRUSTEES MEETING**

**CALENDAR**

<b>September 18, 2024 @ 6:00 p.m.</b>	Board of Trustees meeting
<b>September 19, 2024</b>	Wine Pull – Quincy Country Club 5:30 p.m.
<b>September 25, 2024</b>	TDT 30 <sup>th</sup> Anniversary Celebration <i>Program 4:30 p.m.</i>
<b>September 26, 2024</b> <i>ICCB Board members touring WDC</i> <b>September 27, 2024</b> <i>(Meeting)</i>	ICCB Board Meeting at WDC
<b>October 7, 2024</b>	Board Retreat Location TBD
<b>October 16, 2024 @ 6:00 p.m.</b>	Board of Trustees meeting
<b>November 13, 2024 @ 6:00 p.m.</b>	Board of Trustees meeting
<b>December 5, 2024</b>	Recognition Celebration @ Quincy Country Club <i>Jim Rapp, legal counsel 5:30 p.m.</i>
<b>December 6, 2024</b>	Holiday Concert <i>Auditorium 7:00 p.m.</i>
<b>December 18, 2024 @ 6:00 p.m.</b>	Board of Trustees meeting

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07.24.24 Board of Trustees Regular Meeting

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Date: **9.18.2024** BOARD OF TRUSTEES MEETING  
From: Amy Baker, Chief Human Resources Officer  
RE: Personnel

Personnel Items to Be Approved:

**New Hires—Regular**

**Altmix, Alex-Instructor, Language/Lit/Communications (Dual Credit)**

Request authorization to hire into a temporary full-time, benefits-eligible, non-tenure track position effective August 10, 2024 to May 16, 2024 at salary of \$40,000.

**Banks, Austin-Coordinator, Student Life**

Request authorization to hire into full-time, non-exempt, benefits-eligible position effective August 15, 2024, at an annual salary of \$35,500.

**Courtney, Jake-Coordinator, Audio/Visual Services**

Request authorization to hire into full-time, non-exempt, benefits-eligible position effective August 26, 2024, at an annual salary of \$43,500.

**Farniok, Jessica-Administrative Assistant, Agricultural Education Center**

Request authorization to hire into full-time, non-exempt, benefits-eligible position effective August 19, 2024, at an annual salary of \$32,853.60.

**Gordon, Arielle-Administrative Assistant, Academic Deans**

Request authorization to hire into full-time, non-exempt, benefits-eligible position effective August 5, 2024, at an annual salary of \$32,853.60.

**Hall, Noah-Coordinator, Grants**

Request authorization to hire into full-time, non-exempt, benefits-eligible position effective August 12, 2024, at an annual salary of \$37,440.

**Hall, Vanessa-Manager, Hospitality and Food Service**

Request authorization to hire into full-time, exempt, benefits-eligible position effective August 12, 2024, at an annual salary of \$51,500.

**Hightower, Adam-Director, Athletics**

Request authorization to hire into full-time, exempt, benefits-eligible position effective August 1, 2024, at an annual salary of \$56,160.

**Wells, Katherine-Specialist, Welcome Desk**

Request authorization to hire into full-time, non-exempt, benefits-eligible position effective September 9, 2024, at an annual salary of \$29,952.

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September 18, 2024 JWCC Board regular meeting

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### Status Changes

#### Bertelli, Teresa-Coordinator, Counseling Services

Request authorization to change status to full-time, exempt, benefits-eligible position of Director, Campus Care and Inclusion effective July 1, 2024, at an annual salary of \$65,000.

#### Dickson, Jacqueline-Assistant, Student Support Services

Request authorization to change status to full-time, non-exempt, benefits-eligible position of Assistant, Office & Data Entry effective July 29, 2024, with no increase in salary.

#### Hansen, Rachel-Interim Dean of Student Affairs

Request authorization to change status to full-time, exempt, benefits-eligible position of Dean, Student Affairs effective July 1, 2024, at an annual salary of \$95,000.

#### Hodgson, Rob-Director, Support Services

Request authorization to add the status of Interim Director, Academic Support Programs effective July 22, 2024 with an added stipend of \$166.66 per pay period.

#### McKeown, Brittany-Interim Registrar

Request authorization to change status to full-time, exempt, benefits-eligible position of Head of Enrollment, Registrar, & Financial Aid Services August 26, 2024, at an annual salary of \$79,000.

#### Neisen, Ben-Specialist, Marketing & Communications

Request authorization to change status to full-time, non-exempt, benefits-eligible position of Coordinator, Digital Media effective August 15, 2024, at an annual salary of \$41,500.

#### Riddell, Deborah-Interim Manager, Community Education

Request authorization to change status to full-time, non-exempt, benefits-eligible position of Manager, Community Education effective August 26, 2024, at an annual salary of \$42,120.

#### Savoia, Jacob-Coordinator, Instructional

Request authorization to change status to full-time, non-exempt, benefits-eligible position of Coordinator, Records & Registration effective August 15, 2024, at an annual salary of \$41,500.

#### Wentz, Kayla-Director, CTE Programming & Perkins

Request authorization to change status to full-time, exempt, benefits-eligible position of Director, Engagement effective July 1, 2024, at an annual salary of \$61,000.

### New Hires--Associate Faculty

#### Fox, D. Todd-Instructor, Education

Request authorization to hire into part-time position effective August 19, 2024, at \$690 per credit hour.

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September 18, 2024 JWCC Board regular meeting

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Frost, Gordon Thomas-Instructor, Social/Behavioral Sciences

Request authorization to hire into part-time position effective August 19, 2024, at \$777 per credit hour.

**Vacancies**

Assistant, Office & Data Entry

Request authorization to fill full-time, non-exempt, benefits-eligible position pending appropriate administrative review.

Assistant, Student Support Services Program PT

Request authorization to fill part-time, non-exempt position pending appropriate administrative review.

Coordinator, Counseling Services

Request authorization to fill full-time, exempt, benefits-eligible position pending appropriate administrative review.

Maintenance Technician/Floors

Request authorization to fill full-time, non-exempt, benefits-eligible position pending appropriate administrative review.

Specialist, Marketing & Communications

Request authorization to fill full-time, non-exempt, benefits-eligible position pending appropriate administrative review.

**Personnel Items Reported:**

**New Hires—Non-Board Approved, Variable Part-time**

Anderson, Jessica	Instructor, B & I	CTE	\$50
Peretti Santos, Marcelo	Assistant, Grounds	Physical Plant	\$15.00
Riley, Jane	Instructor, Adult Ed	CTE	\$22

**Coaches**

Buss, Whitney	Assistant Coach, Volleyball	Athletics	\$ 4,000 annual contract
Dahl, Jonathan	Head Coach, Men’s Basketball	Athletics	\$20,000 annual contract
Ynfante, Kelnor	Assistant Coach, Men’s Soccer	Athletics	\$ 3,000 annual contract

**Retirements/Resignations-Accepted by President**

Powell, Stephanie-Maintenance Technician/Floors - Resignation effective August 14, 2024.

Dickson, Jacqueline-Assistant, Office & Data Entry - Retirement effective December 20, 2024.

**I concur with the Personnel recommendations.**

September 18, 2024 JWCC Board regular meeting

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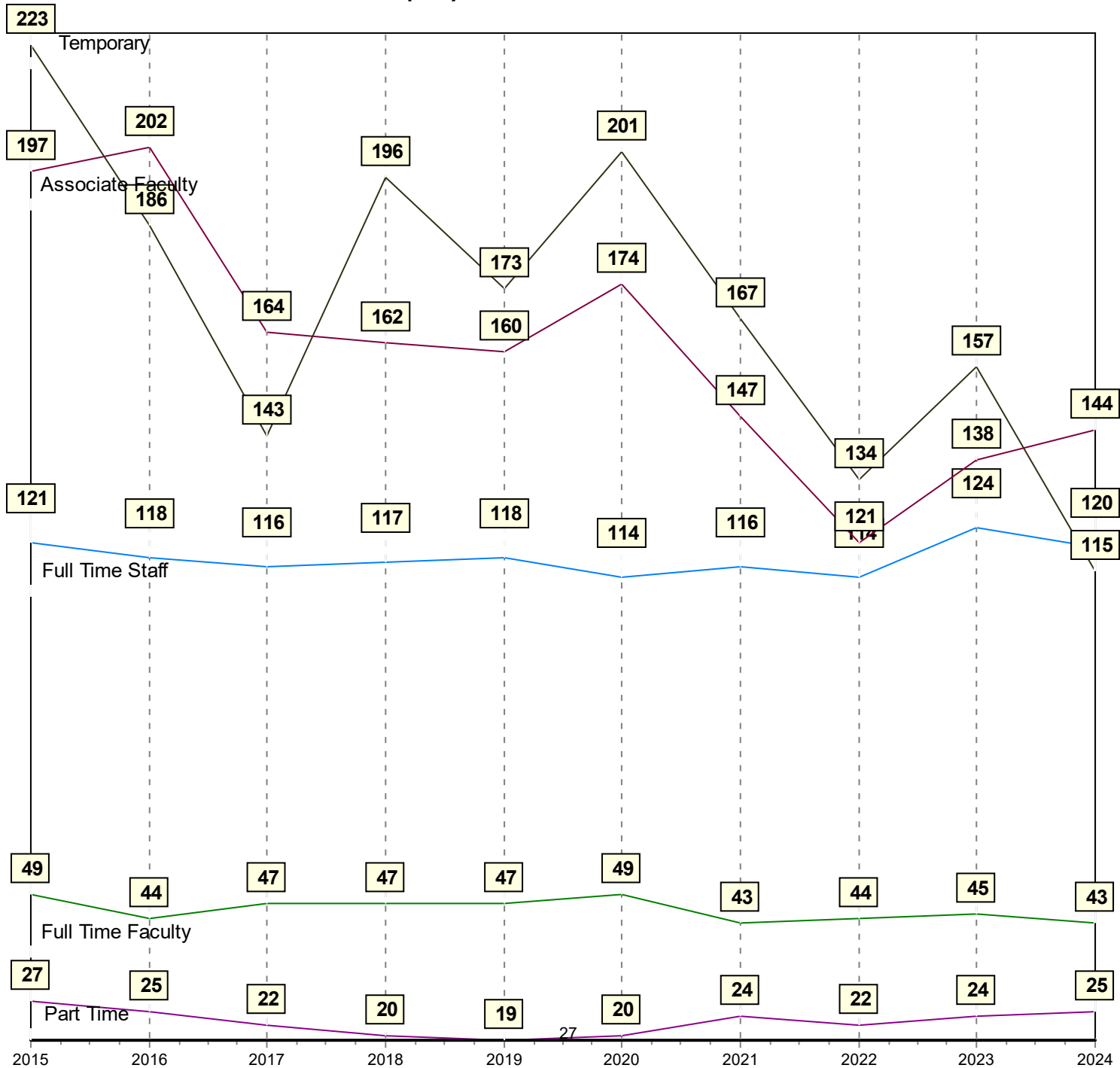
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# John Wood Community College, District No. 539

As Of 8/1/2024

## Employment Trends



**John Wood Community College**

***Financial Reports***

**Board of Trustees Meeting**

**September 18, 2024**

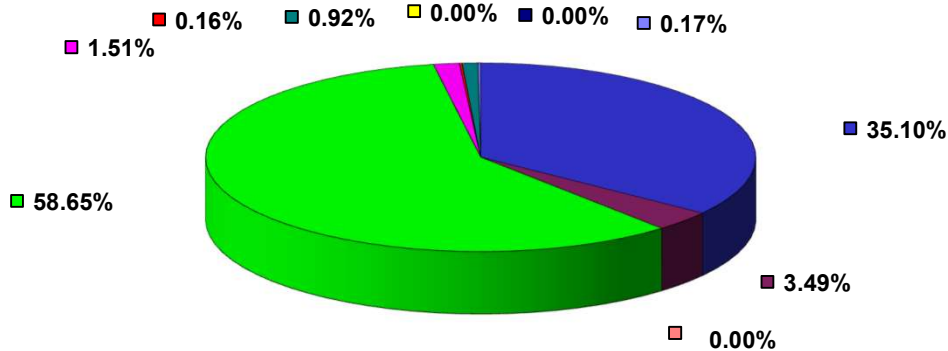
**John Wood Community College, District No. 539**  
**Comparison of Actual to Budget - FY' 25 to FY' 24**  
**As of July 31, 2024**  
**Unaudited**

**Operating Funds**

	<b>Actual FY ' 25</b>	<b>Budget FY ' 25</b>	<b>% of Budget FY ' 25</b>	<b>Actual FY ' 24</b>	<b>Budget FY ' 24</b>	<b>% of Budget FY ' 24</b>
<b><u>REVENUES:</u></b>						
Local Government Revenue	\$2,458,550	\$7,258,097	33.87 %	\$2,237,669	\$6,766,572	33.07 %
State Government Revenue	\$244,489	\$2,454,961	9.96 %	\$248,782	\$2,412,078	10.31 %
Federal Government Revenue	\$0	\$0	0.00 %	\$0	\$0	0.00 %
Student Tuition and Fees	\$4,107,502	\$8,175,365	50.24 %	\$4,159,221	\$7,892,018	52.70 %
Sales and Services Revenue	\$105,716	\$559,200	18.90 %	\$89,835	\$653,900	13.74 %
Facilities Revenue	\$11,215	\$25,000	44.86 %	\$9,000	\$15,000	60.00 %
Investment Revenue	\$64,288	\$300,000	21.43 %	\$22,841	\$105,000	21.75 %
Gifts and Grants Revenue	\$0	\$17,805	0.00 %	\$0	\$10,000	0.00 %
Other Revenue	\$0	\$9,500	0.00 %	\$2,369	\$8,700	27.23 %
Transfers From	\$11,709	\$258,195	4.53 %	\$7,026	\$150,000	4.68 %
<b>TOTAL REVENUES:</b>	<b>\$7,003,467</b>	<b>\$19,058,123</b>	<b>36.75 %</b>	<b>\$6,776,743</b>	<b>\$18,013,268</b>	<b>37.62 %</b>
<b><u>EXPENDITURES:</u></b>						
Salaries	\$550,941	\$10,006,836	5.51 %	\$502,766	\$9,628,359	5.22 %
Employee Benefits	\$215,296	\$2,689,004	8.01 %	\$105,591	\$2,406,902	4.39 %
Contractual Services	\$23,256	\$1,555,375	1.50 %	\$33,127	\$1,822,224	1.82 %
General Materials and Supplies	\$129,690	\$1,270,333	10.21 %	\$93,915	\$982,440	9.56 %
Travel & Conference/Meeting Expense	\$4,060	\$289,901	1.40 %	\$2,399	\$220,963	1.09 %
Fixed Charges	\$8,014	\$110,770	7.23 %	\$6,610	\$109,293	6.05 %
Utilities	\$11,021	\$676,500	1.63 %	\$6,836	\$735,750	0.93 %
Capital Outlay	\$13,166	\$755,266	1.74 %	\$1,051	\$405,821	0.26 %
Other Expenditures	\$98,724	\$1,182,007	8.35 %	\$89,160	\$1,196,251	7.45 %
Transfers To	\$0	\$522,131	0.00 %	\$0	\$505,262	0.00 %
<b>TOTAL EXPENDITURES:</b>	<b>\$1,054,169</b>	<b>\$19,058,123</b>	<b>5.53 %</b>	<b>\$841,455</b>	<b>\$18,013,265</b>	<b>4.67 %</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>\$5,949,298</b>			<b>\$5,935,288</b>		



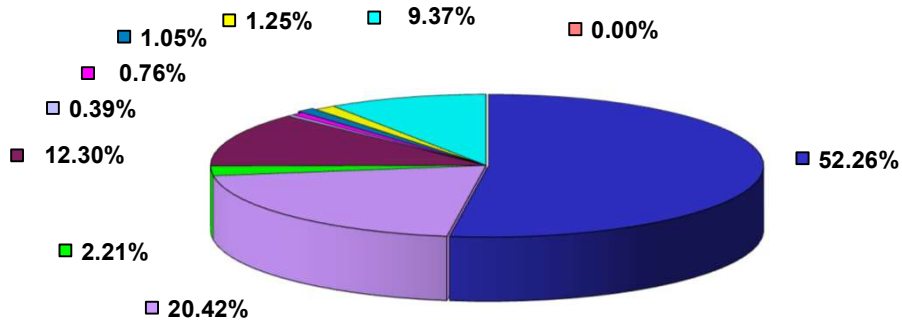
**FY25 Operating Fund Revenues YTD as of July 31, 2024  
Unaudited**



**Operating Fund Revenues: \$7,003,467**

35.10%	Local Government Sources	\$2,458,550
3.49%	State Government Sources	\$244,489
0.00%	Federal Government Sources	\$0
58.65%	Student Tuition and Fees	\$4,107,502
1.51%	Sales and Service Fees	\$105,716
0.16%	Facilities Revenue	\$11,215
0.92%	Investment Revenue	\$64,288
0.00%	Gifts and Grants Revenue	\$0
0.00%	Other Revenues	\$0
0.17%	Transfers from Other Funds	\$11,709

**FY25 Operating Fund Expenditures YTD as of July 31, 2024  
Unaudited**



**Operating Fund Expenditures: \$1,054,169**

52.26%	Salaries	\$550,941
20.42%	Employee Benefits	\$215,296
2.21%	Contractual Services	\$23,256
12.30%	Materials and Supplies	\$129,690
0.39%	Conference and Meeting	\$4,060
0.76%	Fixed Charges	\$8,014
1.05%	Utilities	\$11,021
1.25%	Capital Outlay	\$13,166
9.37%	Other Expenditures	\$98,724
0.00%	Transfer to/from Other Funds	\$0

**Balance Sheet - All Funds**  
**As of July 31, 2024**  
**Unaudited**

	Operating Funds	Oper. & Maint. Fund (Restricted)	Grant Restricted Funds	Special Levy Tax Fund	Working Cash Fund	Bond & Interest Fund	Auxiliary Enterprise Fund
<b><u>ASSETS</u></b>							
Cash	\$5,377,821	\$9,539,024	(\$324,481)	\$1,543,830	\$1,865,532	\$951,269	\$3,708,156
Investments	\$5,070,940	\$1,530,104	\$0	\$0	\$3,197,010	\$0	\$0
Receivables	\$3,513,049	\$0	\$296,028	\$0	\$0	\$0	\$5,660
Accrued Revenue	\$21,631	\$30,555	\$865,788	\$4,193	\$12,395	\$0	\$9,408
Interfund Receivables	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Inventory	\$85,033	\$0	\$0	\$0	\$0	\$0	\$255,031
Other Assets	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Prepaid Expenses/Deferred Charges	\$443,637	\$0	\$3,673	\$10,405	\$0	\$0	\$14,707
<b>TOTAL ASSETS</b>	<b>\$14,512,110</b>	<b>\$11,099,683</b>	<b>\$841,008</b>	<b>\$1,558,428</b>	<b>\$5,074,938</b>	<b>\$951,269</b>	<b>\$3,992,963</b>
<b><u>LIABILITIES</u></b>							
Payroll Deduction Liabilities	\$44,099	\$0	\$0	\$120	\$0	\$0	\$0
Accounts Payable	\$66,013	\$0	\$7,586	\$0	\$0	\$0	\$278,958
Accrued Expense	\$812,657	\$0	\$54,933	\$31,877	\$0	\$0	\$9,993
Interfund Payables	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Deferred Revenue	\$3,717	\$0	\$4,960	\$0	\$0	\$0	\$0
Other Liabilities	\$488	\$0	\$0	\$0	\$0	\$0	\$0
CLEARING ACCOUNTS	\$39,338	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL LIABILITIES</b>	<b>\$966,311</b>	<b>\$0</b>	<b>\$67,479</b>	<b>\$31,997</b>	<b>\$0</b>	<b>\$0</b>	<b>\$288,951</b>
FUND BALANCE 7/01/2024	\$7,596,500	\$10,910,853	\$141,702	\$1,223,573	\$5,062,364	\$420,579	\$3,694,260
Revenue Over (Under) Expense	\$5,949,298	\$188,830	\$631,827	\$302,859	\$12,574	\$530,691	\$9,751
<b>FUND BALANCE 7/31/2024</b>	<b>\$13,545,798</b>	<b>\$11,099,683</b>	<b>\$773,529</b>	<b>\$1,526,432</b>	<b>\$5,074,938</b>	<b>\$951,269</b>	<b>\$3,704,011</b>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>\$14,512,110</b>	<b>\$11,099,683</b>	<b>\$841,008</b>	<b>\$1,558,428</b>	<b>\$5,074,938</b>	<b>\$951,269</b>	<b>\$3,992,963</b>

# **John Wood Community College**

## ***Financial Reports***

### **Board of Trustees Meeting**

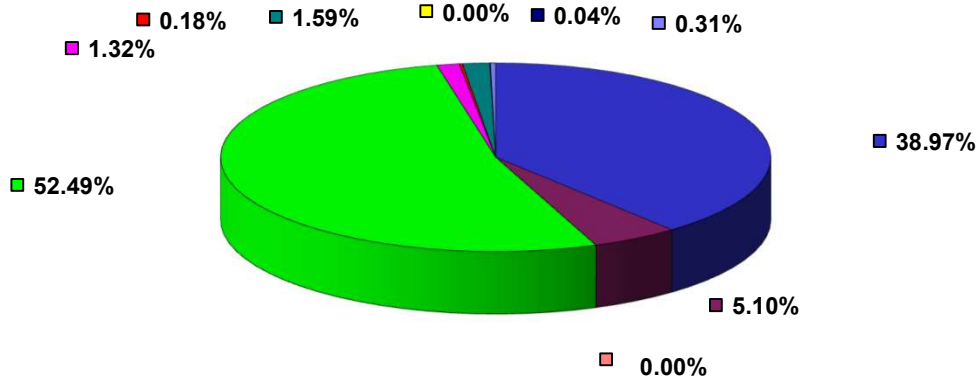
**September 18, 2024**

**John Wood Community College, District No. 539**  
**Comparison of Actual to Budget - FY' 25 to FY' 24**  
**As of August 31, 2024**  
**Unaudited**

**Operating Funds**

	<b>Actual FY ' 25</b>	<b>Budget FY ' 25</b>	<b>% of Budget FY ' 25</b>	<b>Actual FY ' 24</b>	<b>Budget FY ' 24</b>	<b>% of Budget FY ' 24</b>
<b><u>REVENUES:</u></b>						
Local Government Revenue	\$3,359,306	\$7,258,097	46.28 %	\$3,764,342	\$6,766,572	55.63 %
State Government Revenue	\$439,989	\$2,454,961	17.92 %	\$419,659	\$2,412,078	17.40 %
Federal Government Revenue	\$0	\$0	0.00 %	\$0	\$0	0.00 %
Student Tuition and Fees	\$4,525,198	\$8,175,365	55.35 %	\$4,464,044	\$7,892,018	56.56 %
Sales and Services Revenue	\$113,515	\$559,200	20.30 %	\$114,644	\$653,900	17.53 %
Facilities Revenue	\$15,415	\$25,000	61.66 %	\$9,398	\$15,000	62.65 %
Investment Revenue	\$136,902	\$300,000	45.63 %	\$47,488	\$105,000	45.23 %
Gifts and Grants Revenue	\$0	\$17,805	0.00 %	\$0	\$10,000	0.00 %
Other Revenue	\$3,510	\$9,500	36.94 %	\$2,369	\$8,700	27.23 %
Transfers From	\$26,860	\$258,195	10.40 %	\$19,402	\$150,000	12.93 %
<b>TOTAL REVENUES:</b>	<b>\$8,620,694</b>	<b>\$19,058,123</b>	<b>45.23 %</b>	<b>\$8,841,345</b>	<b>\$18,013,268</b>	<b>49.08 %</b>
<b><u>EXPENDITURES:</u></b>						
Salaries	\$1,217,098	\$10,006,836	12.16 %	\$1,223,617	\$9,628,359	12.71 %
Employee Benefits	\$413,926	\$2,689,004	15.39 %	\$308,193	\$2,406,902	12.80 %
Contractual Services	\$272,528	\$1,555,375	17.52 %	\$254,967	\$1,822,224	13.99 %
General Materials and Supplies	\$415,316	\$1,270,333	32.69 %	\$197,681	\$982,440	20.12 %
Travel & Conference/Meeting Expense	\$13,513	\$289,901	4.66 %	\$28,388	\$220,963	12.85 %
Fixed Charges	\$24,426	\$110,770	22.05 %	\$22,027	\$109,293	20.15 %
Utilities	\$76,458	\$676,500	11.30 %	\$67,631	\$735,750	9.19 %
Capital Outlay	\$157,180	\$755,266	20.81 %	\$53,280	\$405,821	13.13 %
Other Expenditures	\$160,318	\$1,182,007	13.56 %	\$122,527	\$1,196,251	10.24 %
Transfers To	\$0	\$522,131	0.00 %	\$0	\$505,262	0.00 %
<b>TOTAL EXPENDITURES:</b>	<b>\$2,750,763</b>	<b>\$19,058,123</b>	<b>14.43 %</b>	<b>\$2,278,312</b>	<b>\$18,013,265</b>	<b>12.65 %</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>\$5,869,931</b>			<b>\$6,563,033</b>		

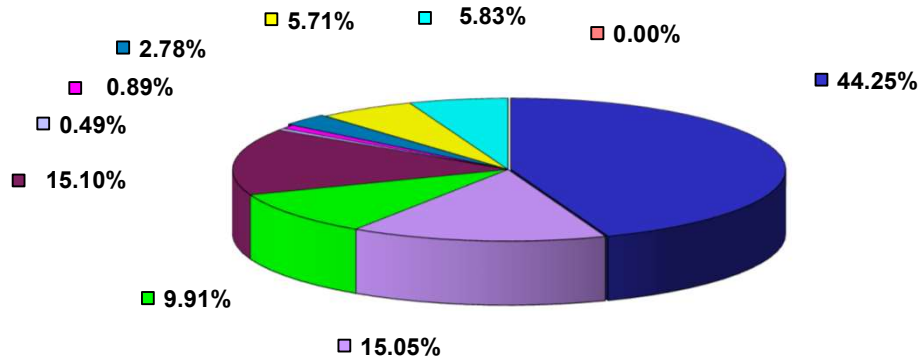
**FY25 Operating Fund Revenues YTD as of August 31, 2024  
Unaudited**



**Operating Fund Revenues: \$8,620,694**

38.97%	Local Government Sources	\$3,359,306
5.10%	State Government Sources	\$439,989
0.00%	Federal Government Sources	\$0
52.49%	Student Tuition and Fees	\$4,525,198
1.32%	Sales and Service Fees	\$113,515
0.18%	Facilities Revenue	\$15,415
1.59%	Investment Revenue	\$136,902
0.00%	Gifts and Grants Revenue	\$0
0.04%	Other Revenues	\$3,510
0.31%	Transfers from Other Funds	\$26,860

**FY25 Operating Fund Expenditures YTD as of August 31, 2024  
Unaudited**



**Operating Fund Expenditures: \$2,750,763**

44.25%	Salaries	\$1,217,098
15.05%	Employee Benefits	\$413,926
9.91%	Contractual Services	\$272,528
15.10%	Materials and Supplies	\$415,316
0.49%	Conference and Meeting	\$13,513
0.89%	Fixed Charges	\$24,426
2.78%	Utilities	\$76,458
5.71%	Capital Outlay	\$157,180
5.83%	Other Expenditures	\$160,318
0.00%	Transfer to/from Other Funds	\$0

**Balance Sheet - All Funds  
As of August 31, 2024  
Unaudited**

	Operating Funds	Oper. & Maint. Fund (Restricted)	Grant Restricted Funds	Special Levy Tax Fund	Working Cash Fund	Bond & Interest Fund	Auxiliary Enterprise Fund
<b><u>ASSETS</u></b>							
Cash	\$6,014,329	\$9,602,907	\$90,691	\$1,663,223	\$1,874,741	\$1,138,572	\$3,750,549
Investments	\$5,121,668	\$1,530,104	\$0	\$0	\$3,202,521	\$0	\$0
Receivables	\$3,118,028	\$0	\$18,274	\$0	\$0	\$0	\$0
Accrued Revenue	\$14,978	\$19,145	\$840,112	\$2,589	\$9,987	\$0	\$5,809
Interfund Receivables	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Inventory	\$85,033	\$0	\$0	\$0	\$0	\$0	\$255,031
Other Assets	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Prepaid Expenses/Deferred Charges	\$122,957	\$0	\$0	\$4,553	\$0	\$0	\$0
<b>TOTAL ASSETS</b>	<b>\$14,476,993</b>	<b>\$11,152,157</b>	<b>\$949,076</b>	<b>\$1,670,365</b>	<b>\$5,087,250</b>	<b>\$1,138,572</b>	<b>\$4,011,390</b>
<b><u>LIABILITIES</u></b>							
Payroll Deduction Liabilities	\$728	\$0	\$0	\$182	\$0	\$0	\$0
Accounts Payable	\$19,714	\$0	\$6,688	\$0	\$0	\$0	\$256,557
Accrued Expense	\$879,416	\$0	\$61,457	\$35,241	\$0	\$0	\$20,988
Interfund Payables	\$3,000	\$0	\$0	\$0	\$0	\$0	\$0
Deferred Revenue	\$3,717	\$0	\$4,960	\$0	\$0	\$0	\$0
Other Liabilities	\$488	\$0	\$0	\$0	\$0	\$0	\$0
CLEARING ACCOUNTS	\$103,498	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL LIABILITIES</b>	<b>\$1,010,562</b>	<b>\$0</b>	<b>\$73,104</b>	<b>\$35,423</b>	<b>\$0</b>	<b>\$0</b>	<b>\$277,545</b>
FUND BALANCE 7/01/2024	\$7,596,500	\$10,910,853	\$141,702	\$1,223,573	\$5,062,364	\$420,579	\$3,694,260
Revenue Over (Under) Expense	\$5,869,931	\$241,304	\$734,271	\$411,369	\$24,886	\$717,993	\$39,585
<b>FUND BALANCE 8/31/2024</b>	<b>\$13,466,431</b>	<b>\$11,152,157</b>	<b>\$875,972</b>	<b>\$1,634,942</b>	<b>\$5,087,250</b>	<b>\$1,138,572</b>	<b>\$3,733,845</b>
<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<b>\$14,476,993</b>	<b>\$11,152,157</b>	<b>\$949,076</b>	<b>\$1,670,365</b>	<b>\$5,087,250</b>	<b>\$1,138,572</b>	<b>\$4,011,390</b>

# John Wood Community College

## Expenditures for Payment

Accounts Payable. . . . .	<i>.Presented to Finance Committee</i>
Payroll. . . . .	<i>.Presented to.Finance Committee</i>
Petty Cash. . . . .	<i>.Presented.to Finance Committee</i>
Purchase Cards. . . . .	<i>.Presented.to Finance Committee</i>

## Ratification of Expenditures

The foregoing summary of obligations have been processed for payment. The College Administration certifies that these obligations, have been incurred in accordance with Board Policy, and where required, quotes and or bids were obtained. The Finance Committee of the Board has reviewed the payments and reported their findings to the Board of Trustees at the regular meeting.

Ratified this 18th day of September 2024.

\_\_\_\_\_

Chair

\_\_\_\_\_

Secretary

Board of Trustees of Community College  
District No. 539, Counties of Adams,  
Pike, Hancock, Calhoun, Schuyler,  
Brown, Morgan, Scott, and Cass,  
and the State of Illinois.

# Board of Trustees Meeting