

**BOARD OF TRUSTEES OF SOUTH SUBURBAN COLLEGE**  
**15800 SOUTH STATE STREET, SOUTH HOLLAND, ILLINOIS**  
**REGULAR BOARD MEETING MINUTES**  
**THURSDAY, NOVEMBER 10, 2016**

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**I. CALL TO ORDER & ROLL CALL:**

At 8:20 p.m. the Regular Meeting of the Board of Trustees of South Suburban College, Illinois Community College District No. 510 was called to order by Chairman Frank M. Zuccarelli. The meeting was held in the Board Room of the College, Room 2248.

*Present:* Chairman Frank M. Zuccarelli, Trustees John Daly, Anthony DeFilippo, Janet M. Rogers, Terry Wells, Joseph Whittington, and Student Trustee Ronnell Tatum.

*Absent:* Trustee Jacqueline Martin.

*Also present:* Donald Manning, President; Songie Adebisi, Vice President of Student Development; Martin Lareau, Vice President of Administration and Secretary to the Board; and College Attorney Daniel Cannon.

**II. PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Chairman Frank M. Zuccarelli.

**III. PUBLIC PARTICIPATION:**

There was none.

**IV. REPORTS/PRESENTATIONS**

There was none.

**V. PREVIOUS MEETING MINUTES**

**A. Finance Committee Meeting held October 13, 2016**

Trustee Whittington moved and Trustee Wells seconded to approve the minutes of the Finance Committee meeting held October 13, 2016. On roll call, John Daly, Anthony DeFilippo, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Trustee Janet M. Rogers passed. Student Trustee Tatum voted aye. Motion carried.

**B. Regular Board Meeting held October 13, 2016**

Trustee DeFilippo moved and Trustee Wells seconded to approve the minutes of the regular Board of Trustees meeting held October 13, 2016. On roll call, John Daly, Anthony DeFilippo, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Trustee Janet M. Rogers passed. Student Trustee Tatum voted aye. Motion carried.

**VI. NEW BUSINESS**

**A. Monthly Financial Report**

Trustee Wells moved and Trustee DeFilippo seconded to accept the Monthly Financial Report as presented by Treasurer Tim Pollert. On roll call, John Daly, Anthony DeFilippo, Janet Rogers, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Tatum voted aye. Motion carried.

**B. Bills Payable for November, 2016**

Trustee Wells moved and Student Trustee Tatum seconded to authorize the Treasurer to pay the list of bills payable for November, 2016, in the amount of \$3,825,046.11. On roll call, John Daly, Anthony DeFilippo, Janet Rogers, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Tatum voted aye. Motion carried.

**C. Approval to accept the Comprehensive Annual Financial Audit Report, Internal Controls over Financial Reporting and Professional Standards (SAS 114) as presented by Crowe Horwath, LLP, for the fiscal year ended June 30, 2016**

Trustee Whittington moved and Trustee Daly seconded to accept the Comprehensive Annual Financial Audit Report, Internal Controls over Financial Reporting and Professional Standards (SAS 114) as presented by Crowe Horwath, LLP, for the fiscal year ended June 30, 2016. On roll call, John Daly, Anthony DeFilippo, Janet Rogers, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Tatum voted aye. Motion carried.

**D. Approval to accept the OMB Circular A-133 Audit Report for the year ended June 30, 2016, as presented**

Trustee Whittington moved and Student Trustee Tatum seconded to accept the OMB Circular A-133 Audit Report for the year ended June 30, 2016, as presented. On roll call, John Daly, Anthony DeFilippo, Janet Rogers, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Tatum voted aye. Motion carried.

**E. Approval to appoint the firm Crowe Horwath, LLP, to conduct an audit of the College financial statements and the single Audit of Federal Funds for the fiscal year ending June 30, 2017**

Trustee Whittington moved and Student Trustee Tatum seconded to appoint the firm Crowe Horwath, LLP, to conduct an audit of the College financial statements and the single Audit of Federal Funds for the fiscal year ending June 30, 2017. On roll call, John Daly, Anthony DeFilippo, Janet Rogers, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Tatum voted aye. Motion carried.

**F. Approval to accept the estimated amount of taxes to be levied for 2016 as required by law**

Trustee DeFilippo moved and Trustee Daly seconded to accept the estimated amount of taxes to be levied for 2016 as required by law. On roll call, John Daly, Anthony DeFilippo, Janet Rogers, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Tatum voted aye. Motion carried.

**G. Approval to reconsider the vote taken at the October 13, 2016 Board of Trustees meeting, and to rescind the Board's October 13<sup>th</sup> acceptance of the bid for the purchase of two echocardiograph machines due to a typographical error in the board agenda request form; and to accept the bid of Sentinel Imaging Group, Inc. in the amount of \$88,895.00, for the purchase of two (2) echocardiograph machines utilizing Perkins Grant funds**

Trustee DeFilippo moved and Trustee Rogers seconded that the Board reconsider the vote taken at the October 13, 2016 Board of Trustees meeting, and to rescind the Board's October 13<sup>th</sup> acceptance of the bid for the purchase of two echocardiograph machines due to a typographical error in the board agenda request form; and to accept the bid of Sentinel Imaging Group, Inc. in the amount of \$88,895.00, for the purchase of two (2) echocardiograph machines utilizing Perkins Grant funds. On roll call, John Daly, Anthony DeFilippo,

Janet Rogers, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Tatum voted aye. Motion carried.

Board Meeting  
November 10, 2016  
Page 3

**H. Approval of resolution providing for the issue of not to exceed \$10,000,000 of debt certificates of the District for the purpose of financing certain capital projects, providing for the repayment of the debt certificates and providing for the sale of the debt certificates to the purchaser thereof**

Trustee DeFilippo moved and Trustee Daly seconded to approve the resolution providing for the issue of not to exceed \$10,000,000 of debt certificates of the District for the purpose of financing certain capital projects, providing for the repayment of the debt certificates and providing for the sale of the debt certificates to the purchaser thereof. On roll call, John Daly, Anthony DeFilippo, Janet Rogers, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Tatum voted aye. Motion carried.

**I. Approval of Martin Lareau as Special Assistant to the Secretary of the Board**

Trustee Daly moved and Trustee DeFilippo seconded to appoint Martin Lareau as Special Assistant to the Secretary of the Board. On roll call, John Daly, Anthony DeFilippo, Janet Rogers, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Tatum voted aye. Motion carried.

**VII. PERSONNEL RECOMMENDATIONS**

**A. Retirements/Resignations/Terminations**

Trustee Daly moved and Trustee Whittington seconded to approve the resignation of Lorrin Paun as a grant-funded Testing and Course Specialist in the Business and Career Institute, effective November 11, 2016, and grant permission to advertise to fill the vacated, grant-funded position. On roll call, John Daly, Anthony DeFilippo, Janet Rogers, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Tatum voted aye. Motion carried.

**B. Approval to amend retirement date**

Trustee Daly moved and Trustee Wells seconded to amend the retirement date of Rebecca Admave, Dean of Extension Services, from December 31, 2016 to February 28, 2017, at the request of Administration. On roll call, John Daly, Anthony DeFilippo, Janet Rogers, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Tatum voted aye. Motion carried.

**C. Appointments**

Trustee Rogers moved and Trustee Wells seconded to approve the following appointments:

1. Appointment of Natalie Page as the Associate Dean of Academic Services, effective January 3, 2017, and grant permission to advertise to fill the vacated position.
2. Appointment of Rebecca Garcia as the grant-funded Director of Extension Service, effective November 14, 2016, and grant permission to advertise to fill the vacated, grant-funded position.

On roll call, John Daly, Anthony DeFilippo, Janet Rogers, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Tatum voted aye. Motion carried.

**VIII. CLOSED SESSION**

There was none.

**ADJOURNMENT**

At 8:43 p.m., Trustee Daly moved and Trustee Whittington seconded that the Board Meeting be adjourned. On roll call, John Daly, Anthony DeFilippo, Janet Rogers, Terry Wells, Joseph Whittington and Frank M. Zuccarelli voted aye. Nays: None. Student Trustee Tatum voted aye. Motion carried.

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**Martin Lareau, Board Secretary**

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**Frank M. Zuccarelli, Chairman**