

WILLIAM RAINEY HARPER COLLEGE
BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT 512
COUNTIES OF COOK, KANE, LAKE, AND MCHENRY, STATE OF ILLINOIS

Minutes of the Adjourned Board Meeting of Thursday, February 28, 1974

CALL TO ORDER:

Pursuant to adjournment from the regular meeting of February 14, 1974, the adjourned meeting of the Board of Trustees of Community College District No. 512 was called to order by Chairman Nicklas at 7:35 p.m., Thursday, February 28, 1974, in the Board Room of the Administration Building, Algonquin and Roselle Roads, Palatine.

ROLL CALL:

Present: Members Milton Hansen, William Kelly, Marilyn Marier, Ross Miller, Jessalyn Nicklas, and Student Member Gerald McClothlin

Absent: Members Ray Blakeman and Lawrence Moats

Also present: Robert E. Lahti, John Birkholz, R. B. Cormack, Guerin Fischer, Ron Keener, H. J. Kurowski, Jack Lucas, W. J. Mann, Don Mistic, Robert Powell, Henry T. Roepken, W. E. Von Mayr, Gordon Wallace, and David Williams--Harper College; Lawrence Northon--Harper Student; Ralph Carroll--Caudill, Rowlett & Scott; and Tom Wellman--Paddock Publications.

NEW BUSINESS:

Job Descriptions of Board Chairman and the Board of Trustees

Referring to the job descriptions for the Board Chairman and Board of Trustees, Chairman Nicklas stated these had been distributed at the previous Board meeting for the Board's review.

Member Marier pointed out that on page 2 of the Duties and Responsibilities of the Board of Trustees, the word "outstanding" should be deleted from item 11. This deletion had been agreed upon previously.

Member Marier moved, Member Hansen seconded, approval of the job descriptions for the Board Chairman, as per Exhibit A-1, and for the Board of Trustees, as per Exhibit A-2. (Copies of Exhibit A-1 and Exhibit A-2 attached to the minutes in the Board of Trustees Official Book of Minutes.)

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Kelly, Marier, Miller and Nicklas

Nays: None

Board Manual

Chairman Nicklas appointed the following committee to develop a Board Manual: Marilyn Marier--Chairman, William Kelly and Ray Blakeman.

NEW BUSINESS

Park Management/
Maintenance
Operation
Facility

Dr. Mann explained the Park Management/Maintenance Operation Facility had been reviewed previously with the Board. The administration had been authorized to have the architect prepare cost estimates.

Ralph Carroll, of Caudill Rowlett & Scott, discussed the architects' estimated costs. He stated an estimated total construction cost, including the steam line, Park Management building, and foundation for the greenhouse, of \$116,590; adding a contingency of 5% and the architects' fees, the total would be \$129,415; or a total project cost, including the greenhouse complete, of \$150,415. He stated the estimate did include all utilities from Building B to this building--necessary relocation of a couple of water lines. It also included fire bell conduit system. The estimate did not include the relocation of a gas line, which the architects recommend be done by the gas company, or the sodding and seeding. Mr. Carroll stated in today's market this is an estimate that cannot really reflect prevailing conditions at the time of bidding. If the facility was approved, he stated the architects could be ready to go out for bid by mid April.

Dr. Cormack informed the Board this item is not on the Illinois Community College Board agenda yet, but has been distributed to their Board for review.

If the college goes ahead with drawings in order to have the facility available for the fall semester, Dr. Mann stated there would be an element of risk as the ICCB had not yet officially approved the project. He estimated this amount as around \$10,000.

There was further discussion regarding the Master Plan, and Dr. Mann discussed the conclusions reached by the administration relative to the use of the Park Management facility in conjunction with existing buildings.

Member Moats entered the meeting at 8:00 p.m.

Ralph Carroll stated the estimated construction cost of \$111,000 would be \$18.50 per square foot.

Member Marier moved, Member Kelly seconded, approval of the preparation and solicitation of bids for the construction of Building V and the foundation and blockwalls of the greenhouse.

Upon roll call, the vote was as follows:

Ayes: Members Hansen, Kelly, Marier, Miller,
Moats and Nicklas

Nays: None

Dr. Lahti informed the Board he had received a copy of a petition on behalf of the Village of Buffalo Grove requesting a public hearing before the Illinois Community College Board on the inclusion of part of Buffalo Grove in Harper's district and part in the district of the College of Lake County.

Chairman Nicklas stated the previous position of the Board has been to provide any information or services requested. However, the Board has never felt they should try to influence any area, that it is up to the area to determine what is best for them. Dr. Lahti was instructed to inform Buffalo Grove the college will help them in any way possible and Chairman Nicklas requested he keep the Board informed.

Dr. Lahti informed the Board that Dr. Fischer and his staff have been working on a revised Outreach-Awareness Program. Dr. Lahti had asked Dr. Fischer to evaluate everything that is being done in the way of admissions outreach to the students and citizens of the community. This program will be brought to the Board for approval in April.

Dr. Fischer discussed the Outreach-Awareness Program, the problems discovered, the recommendation for an application packet and mailer envelope, the conceptual development of this program, and the development and printing costs involved. Chairman Nicklas expressed the Board's appreciation to Dr. Fischer for the material presented.

ADJOURNMENT: Member Moats moved, Member Marier seconded, that the meeting be adjourned at 8:45 p.m. Motion unanimous

Chairman Nicklas

Secretary Marier