

**MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
LINCOLN LAND COMMUNITY COLLEGE
ILLINOIS COMMUNITY COLLEGE DISTRICT #526**

The regular meeting of the Board of Trustees of Lincoln Land Community College, Illinois Community College District #526 was held on Monday, December 11, 2023 at 5:15 p.m. in the Robert H. Stephens Room with Chairman Gates presiding.

I. Preliminary Matters

A. Roll Call

Members present were Dr. Davis, Mr. Elmore, Mr. Fulgenzi, Mr. Gates, Ms. Herzog, Mr. Holaway, Ms. Enz, and Mr. Rosenthal.

B. Pledge of Allegiance

C. Adoption of Agenda of the December 11, 2023 Meeting

MOTION NO. 12-11-23-1:

Dr. Davis moved to adopt the agenda of the December 11, 2023, meeting. Ms. Enz seconded.

Upon roll call vote, those members voting aye were Dr. Davis, Mr. Elmore, Mr. Fulgenzi, Mr. Gates, Ms. Herzog (advisory), Mr. Holaway, Ms. Enz, and Mr. Rosenthal. PASSED

D. Regular Board Meeting Dates from January 2024 through December 2024

In accordance with Section 2.02 of the Open Meetings Act, the Board has adopted a schedule for regular meetings at the beginning of each calendar year.

The Board traditionally meets on the fourth Wednesday of each month, however we requested that we hold the January 2024 meeting on January 22, November 2024 meeting on November 20, and the December 2024 meeting on December 16. Some meetings may be held at off-campus locations.

Except for any off-campus meetings, all regular meetings of the Board normally commence at 5:15 p.m. in the Robert H. Stephens Room, however Ms. Enz asked the board to consider a meeting start time of 5:30 p.m. instead. All agreed.

MOTION NO. 12-11-23-2:

Mr. Fulgenzi moved to approve the schedule of meetings from January 2024 through December 2024 as the fourth Wednesday of each month, except for January, November, and December. Except for any off-campus meetings, all regular meetings of the Board shall commence at 5:30 p.m. in the Robert H. Stephens Room of Menard Hall, 5250 Shepherd Road, Springfield, Illinois. Ms. Enz seconded.

Upon roll call vote, those members voting aye were Dr. Davis, Mr. Elmore, Mr. Fulgenzi, Mr. Gates, Ms. Herzog (advisory), Mr. Holaway, Ms. Enz, and Mr. Rosenthal. PASSED

E. Introductions and Recognitions - None

F. Hearing of Citizens – None

II. Consent Agenda

MOTION NO. 12-11-23-3:

Mr. Rosenthal moved to:

- approve the minutes of the regular meeting of November 20, 2023 and the minutes of the Decennial Committee Meeting;
- ratify disbursements of the bi-monthly checks, E-commerce refunds, ACH and Wire transactions issued during November 2023 and ratify the November 30, 2023 Treasurer's Report;
- approve out of state travel;
- approve a purchase order to Premier Print Group for the printing, mailing, and delivering of the Spring 2024 issue of the Forward Magazine at the total estimated cost of \$55,000 in accordance with the terms, conditions, and specifications of Invitation to Bid #FY2023-14;
- approve Carpenter Bus Sales to provide a 14-passenger bus to Lincoln Land Community College with a total commitment of \$111,900;
- approve Victory Lane to provide a 2024 Dodge Ram 2500 to Lincoln Land Community College with a total commitment of \$51,699 in accordance with the terms, conditions, and specifications of Invitation to Bid #FY2024-10;
- approve the purchase of technology equipment for the Student Services area renovation in Menard Hall at an approximate cost of \$193,675;
- ratify the Intergovernmental Agreement with the Illinois Department of Revenue;
- approve the annual subscription to Lightcast Solutions for \$33,987;
- ratify the application for the Illinois Law Enforcement Training and Standards Board Officer Retention Grant in the amount of \$40,400; ratify the application for the Perkins Leadership Grant in the amount of \$85,860 and ratify the application for the Digital Instruction for Adult Education in the amount of \$74,652;

Mr. Holaway seconded.

Upon roll call vote, those members voting aye were Dr. Davis, Mr. Elmore, Mr. Fulgenzi, Mr. Gates, Ms. Herzog (advisory), Mr. Holaway, Ms. Enz, and Mr. Rosenthal. PASSED

III. Action Agenda

A. Policies

1. Revision to Board Policy 8.12 – Leaves

In accordance with 820 ILCS 192 Paid Leave for All Workers Act, which goes into effect on January 1, 2024, the following is a proposed change to Board Policy 8.12 - Leaves

Policy Statement:

Except as may otherwise be provided by the terms of a collective bargaining agreement, the College shall provide ~~leaves~~ benefit leave time for its employees holding benefit-eligible positions or as prescribed by law. Employees will be granted unpaid family and/or medical leave as prescribed by federal and/or state law. Employees shall be eligible for military leave in accordance with the provisions of federal law**.*

Sick Leave: The College shall advance 15 workdays of sick leave per fiscal year to accumulate to a maximum of 360 workdays. For employees on a leave of absence and not actively at work, sick leave will be accrued on a monthly basis at the start of the fiscal year until such time as the employee returns to active employment. Upon separation of employment, employees shall not be compensated for any unused sick leave. Any employee whose employment shall terminate under circumstances where such employee has used advanced sick leave shall be required to repay the College for such leave, and consent to the withholding of the amount of such repayment, or portion thereof, from his or her final paycheck.

Personal Leave: The College shall advance two (2) workdays of personal leave per fiscal year to accumulate to a maximum of five (5) workdays. Upon separation of employment, employees shall not be compensated for any unused personal leave. Any employee whose employment shall terminate under circumstances where such employee has used advanced personal leave shall be required to repay the College for such leave, and consent to the withholding of the amount of such repayment, or portion thereof, from his or her final paycheck.

Part-Time Paid Time Off:

The College shall advance paid time off to non-benefit-eligible, part-time employees who work at least two consecutive calendar quarters and 40 or more hours within the fiscal year and who have a reasonable expectation that they will be rehired in a subsequent fiscal year. Such paid time off shall be advanced on the first day of the employee's assignment. The amount of paid time off advanced will be determined by the number of expected work hours of the assignment, earning one hour for every 40 hours of expected work within the fiscal year. Any unused balance at the end of the fiscal year will not carry over to the next fiscal year. Upon separation of employment, employees shall not be compensated for any unused paid time off. For employees who hold a part-time position with the College in addition to their primary, benefit-eligible position, this leave does not apply. This also does not apply to student employees.

Legal Leave: The College shall provide leave in the event that an employee is subpoenaed to appear as a juror or a witness.

Vacation Leave

Administrators: Employees holding a position designated as administrator shall be advanced 20 days' vacation per fiscal year to accumulate up to a maximum of 40 days. Such

employee who works less than an entire fiscal year shall be advanced pro-rated vacation leave. Upon termination of employment for any reason, such employee shall receive compensation for any earned but unused vacation leave. For employees on a leave of absence and not actively at work, vacation leave will be accrued on a monthly basis at the start of the fiscal year until such time as the employee returns to active employment.

Professionals: Employees holding a position designated as professional shall accrue 10.00 to 13.34 hours per month of vacation leave depending upon their number of years of service. Upon termination of employment for any reason, such employee shall receive compensation for any earned but unused vacation leave.

Classified: Employees holding a position designated as classified shall accrue 6.67 to 13.34 hours per month of vacation leave depending upon their number of years of service. Upon termination of employment for any reason, such employees shall receive compensation for any earned but unused vacation leave.

Other Available Leaves:

- *Leave Without Pay*
- *Military Leave*
- *Bereavement Leave*
- *Family/Medical Leave*

Legal Citations:

** 29 USC, Sections 2601-2619*

*** 38 USC, Sections 2021-2027*

MOTION NO. 12-11-23-4:

Dr. Davis moved to approve revisions to Board Policy 8.12 – Leaves. Ms. Enz seconded.

Upon roll call vote, those members voting aye were Dr. Davis, Mr. Elmore, Mr. Fulgenzi, Mr. Gates, Ms. Herzog (advisory), Mr. Holaway, Ms. Enz, and Mr. Rosenthal. PASSED

2. Revision to Board Policy 5.28 – Accessibility Services

This policy change is necessitated by the Removing Barriers to Higher Education Success Act (PA 103-0058) which states that we must list in policy and minimally accept the documentation listed in the act for receiving accessibility services at the college. Our current policy exceeds the standards of the act but does not list the documentation. We are requesting the first and second reading take place at the December board meeting so that it can be implemented prior to the 1/1/2024 effective date of the act.

Policy Statement:

Support services shall be provided to ~~student with accommodation needs including those with disabilities.~~ individuals with a disability. To establish as an individual with a disability, documentation may include, but is not to be limited to, a) documentation of an Individualized Education Program (IEP) b) documentation that the individual has received services or accommodations under a Section 504 plan pursuant to Section 504 of the federal Rehabilitation Act of 1973 c) documentation of a plan or record of service from a private school, local education agency, a state educational agency, or an institution of higher education, d) a record of evaluation from a relevant, licensed professional, e) a plan or record of disability from another institution of higher

education, or f) documentation of a disability due to military service in the uniformed services. To be eligible for accessibility services, a student shall provide documentation regarding the specific nature and effect to a major life activity.

MOTION NO. 12-11-23-5:

Ms. Enz moved to waive the second reading and approve revisions to Board Policy 5.28 – Accessibility Services. Dr. Davis seconded.

Upon roll call vote, those members voting aye were Dr. Davis, Mr. Elmore, Mr. Fulgenzi, Mr. Gates, Ms. Herzog (advisory), Mr. Holaway, Ms. Enz, and Mr. Rosenthal. PASSED

B. Academic Services Division Items - None

C. Student Services Division Items – None

D. Administrative Services Division Items

1. FY2023 External Audit

ClifftanLarsonAllen, LLP performed the audit for the third year. Adam Pulley, CPA member of the auditing firm was available for questions during the meeting.

Annual Comprehensive Audit and Single Audit Report

Lincoln Land Community College has once again received an unqualified or “clean” opinion on the entire audit. As stated on page one of the Audit Report:

“In our opinion, based on our audit and the report of other auditors, the basic financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities and the discretely presented component unit of the College, as of June 30, 2023 and 2022, and the respective changes in financial position and, where applicable, cash flows thereof for the years then ended in accordance with accounting principles generally accepted in the United States of America”.

The College’s basic financial statements are designed to emulate corporate presentation, whereby all the College’s activities are consolidated into one total. Following the basic financial statements are the supplementary financial statements, which provide greater detail. Subsequently, the audit deals with compliance with Illinois Community College Board requirements on restricted grants and enrollment reports. The Single Audit report is also presented with information on federal awards.

This year’s audit resulted in no findings for the Annual Comprehensive Financial Report. The Single Audit did identify three significant deficiencies but was not considered a material weakness. These findings have been reviewed and corrected.

Once again, this year the college will be submitting its financial information to the National Association of School Business Officials for the Certificate of Excellence in Financial Reporting. A Certificate of Excellence Award has been awarded to the College since its first submission in 2001.

MOTION NO. 12-11-23-6:

Mr. Fulgenzi moved to approve the Fiscal Year 2023 and 2022 Annual Comprehensive Financial Report, Fiscal Year 2023 Single Audit Report and SAS 114 Letter. Dr. Davis seconded.

Upon roll call vote, those members voting aye were Dr. Davis, Mr. Elmore, Mr. Fulgenzi, Mr. Gates, Ms. Herzog (advisory), Mr. Holaway, Ms. Enz, and Mr. Rosenthal. PASSED

2. Establishment of 2023 Tax Levy

We begin the budget process in December by establishing the tax levy for the following year. The levy must be completed and filed by the fourth Tuesday in December. Before you, this evening is the resolution to adopt the local property tax levy for 2023. Accounting standards implemented under GASB 35 will cause this levy to be recognized for reporting purposes equally between FY 2024 and FY 2025.

The law provides that the levy includes the dollar amount requested rather than the tax rate desired. Consequently, the tax levy in conjunction with the district's equalized assessed valuation (EAV) will determine the tax rate. The Education Fund rate of 27¢ per \$100 of EAV and the Operation and Maintenance Fund rate of 7¢ per \$100 of EAV will remain the same as those extended by County Clerks in the last fiscal year. The proposed levy allows for EAV growth of up to 4.99% over CY22 EAV.

The State of Illinois "Truth In Taxation" statute requires taxing bodies to publish a "Public Notice of Proposed Tax Increase" if the "aggregate levy" exceeds the prior year extension by 105%, excluding election and debt costs. The resolution regarding estimated amounts necessary to be levied in 2023, exclusive of debt retirement, includes an "aggregate levy" of 104.75% in excess of the estimated prior year's extension.

LLCC's 2022 extension, exclusive of debt service, was \$34,197,328. The levy recommended to you tonight, exclusive of debt service, is estimated at \$35,821,925. The proposed tax rate is equal to \$0.49402 cents per \$100 EAV which represents a decrease in the tax rate of \$0.00375 as compared to last year's rate.

The total levy for debt service includes \$2,888,616 for the retirement of principal and interest for the General Obligation Refunding Bonds, Series 2016, Alternative Revenue Source General Obligation Bonds, Series, 2019 and General Obligation Refunding Bonds, Series 2020. The Alternative Revenue Source General Obligations Bonds, Series 2019 will be abated in January 2023.

The total estimated 2023 levy of \$38,710,541, including debt service, represents a 4.57% increase over the 2022 extension of \$37,018,057.

Attached is (1) the formal resolution necessary to establish the 2023 tax levy, (2) a copy of the certificate of tax levy to be filed with each county clerk in the district, (3) the truth in taxation certificate of compliance. The district's aggregate levy did not exceed a 5% increase over the prior year's extension. Therefore, a truth in taxation notice and hearing will not be required for the 2023 tax levy.

MOTION NO 12-11-23-7:

Mr. Rosenthal moved to approve the establishment of a 2023 tax levy of \$21,156,823 for educational purposes; \$5,485,102 for operations and maintenance purposes; \$6,490,000 for liability, protection and settlement purposes; \$610,000 for social security and Medicare insurance purposes; \$80,000 for audit purposes; \$2,000,000 for protection, health and safety purposes; and \$2,888,616 for Bond and Interest purposes; for a total of \$38,710,541. Mr. Holaway seconded.

Upon roll call vote, those members voting aye were Dr. Davis, Mr. Elmore, Mr. Fulgenzi, Mr. Gates, Ms. Herzog (advisory), Mr. Holaway, Ms. Enz, and Mr. Rosenthal. PASSED

E. Information Technology Items - None

F. Executive Division Items - None

IV. Information Items

A. Staff Reports

1. Academic Services – None
2. Student Services – None
3. Administrative Services
 - a. Position Vacancies and Hires

The item has been updated.

- b. Construction Progress Update
 - c. Monthly Financial Report
4. Information Technology – None
5. Advancement Office – None
6. Executive Division
 - a. Review of Agenda Master Calendar

B. President's Report

We have just learned that we were awarded a \$400,000 grant from ICCB to create, support and expand bridge programs and services for adult education students through the Innovative Bridge and Transition Grant program. We will be working to expand adult education student transitions to and through workforce and health care training at the college so that graduates can achieve certificates, industry recognized credentials and employment. The grant will also fund a part-time navigator position to support and provide enrollment assistance to students.

The LLCC Foundation announced the current academic year scholarship recipients, who received more than 370 scholarships totaling more than \$880,000. The scholarship application for the next academic year is currently open through February 15th.

We recently held Outreach Advisory Committee meetings with business partners in Litchfield, Jacksonville, and Taylorville to share information on major initiatives, discuss opportunities for customized training and have an open discussion in which we could learn more about local workforce needs.

LLCC Ag students excelled at the state Professional Agriculture Student contest held in Normal. Six of our students earned top rankings and will advance to the national competition, which will be held at LLCC in March 2024. LLCC's Equine Specialist Team won first place overall, and three students earned individual awards — two in the Employment Interview event and one in Ag Sales.

Both our LLCC Choir and Band held performances this month. The choir performed songs with the theme of "Homeward." The band's selections ranged from concert band standards to holiday music.

Tony Rothering and his colleagues just wrapped up fall bird banding season. 1,410 birds of 77 species were banded over 64 days, which translates to 22 birds per day. The cumulative total of birds banded over 22 seasons at the LLCC Bird Banding Station is 36,040 birds of 135 species. The station continues to host many volunteers and guests, including several LLCC biology classes, UIS graduate students, and employees from the Illinois Department of Natural Resources and Illinois Natural History Survey.

Students in our Industrial Technology program recently took a tour of the Reynolds Consumer Products factory in Jacksonville. They were able to experience the day-to-day tasks of manufacturing operations.

As part of an effort to help enhance our sense of community and better understand what various departments do, the Campus Climate Team had asked for more opportunities to learn about departments on campus. The cabinet then started the initiatives of open houses, with plans for two per semester. The first I mention a meeting or so ago. The second and most recent event featured our Advancement office. The staff there showcased their office, services such as scholarships, the Career Center and LEAGUE grants, and activities such as Giving Day. And with the theme of "We're s'more than you think," they won over the hearts and sweet teeth of staff with hot chocolate and s'mores. We are continuing to try and encourage faculty and staff to take a few minutes of their time to attend.

LLCC's Art After Hours exhibit was on display in November. Five employees advanced to the Art After Hours city-wide exhibit held December 6th, during which they were awarded five ribbons, including a first-place award in photography for Esteban Cruz.

Some additional activities on campus have included:

Our Center for Academic Success hosted a Finals Fair for our students. Staff were on-hand to help students prepare for finals and offered snacks and prizes.

LLCC-Litchfield was also involved in preparing students for success with their finals. Students were able to meet with an academic success professional and peer tutor, learn

study tips and how to manage stress, enjoy free snacks and motivational messages from our staff, and spend some time with Pawfficer Ember who visited the center with Officer Baehr.

LLCC Ag hosted an invitational agronomy career development event for schools across Illinois in which 10 FFA chapters competed. They also held a dairy foods workout for FFA members to practice their skills for sectional and state events. And on December 1st, they hosted their second Ag Expo of the year. There were 115 students in attendance who participated in workshops on ag sales, ag technology, food labels and getting started in our ag program.

Student clubs have been offering educational presentations open to the campus community – including the Chemistry Club hosting a presentation on “Samples From the Asteroid Bennu by Osiris Rex.” And the Computer Science Academy hosted an event on CompTIA certifications.

For the holiday season, our Black Student Union created a Giving Tree, which they decorated with hats, scarves, and gloves that our students could just walk up and take to stay warm during the cold weather this season. And our Honors Program hosted a holiday drive to support MERCY Communities.

C. Report from Faculty Senate

Mr. Justin Cobb, Faculty Senate Secretary reported that Senate is working on results from the PACE survey. They plan to submit a summary document to administration next month.

D. Report from Faculty Association - None

E. Report from Classified Staff – None

F. Report from Professional Staff - None

G. Report from Facilities Services Council - None

H. Chairman’s Report - None

I. Secretary’s Report

Ms. Enz reported that she attended the Governance Leadership Institute at Heartland Community College. ICCCTA will meet again in February at the ACCT meeting in Washington DC.

J. Foundation Report - None

K. Other Board Members’ Reports

Ms. Herzog reported that the SGA will hold a meet and greet in January with LLCC Administration to learn more about their jobs.

V. Strategic Discussion

VI. Executive Session

MOTION NO. 12-11-23-8:

Dr. Davis moved to hold an executive session for the purposes of discussing personnel matters and pending/imminent legal matters. Ms. Enz seconded.

Upon roll call vote, those members voting aye were Dr. Davis, Mr. Elmore, Mr. Fulgenzi, Mr. Gates, Ms. Herzog (advisory), Mr. Holaway, Ms. Enz, and Mr. Rosenthal. PASSED

MOTION NO. 12-11-23-9:

Ms. Enz moved to return to open session at 6:36 p.m. Mr. Holaway seconded.

Those members voting aye were Dr. Davis, Mr. Elmore, Mr. Fulgenzi, Mr. Gates, Ms. Herzog (advisory), Mr. Holaway, Ms. Enz, and Mr. Rosenthal. PASSED

VII. Actions from Executive Session

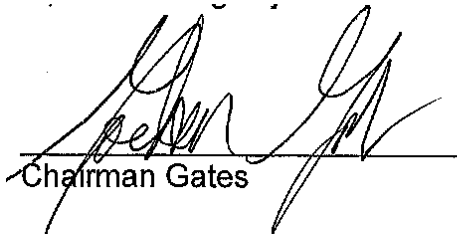
MOTION NO. 12-11-23-10:

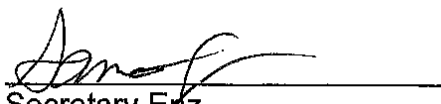
Mr. Holaway made a motion to approve the attached personnel matters, Mr. Fulgenzi seconded.

Those members voting aye were Dr. Davis, Mr. Elmore, Mr. Fulgenzi, Mr. Gates, Ms. Herzog (advisory), Mr. Holaway, Ms. Enz, and Mr. Rosenthal. PASSED

VIII. Adjournment

There being no further business before the Board, the meeting adjourned at 6:37 p.m.


Chairman Gates


Secretary Erz

RESOLUTION ON ESTIMATED TAX LEVY FOR 2023

**LINCOLN LAND COMMUNITY COLLEGE
RESOLUTION REGARDING ESTIMATED AMOUNTS
NECESSARY TO BE LEVIED FOR THE YEAR 2023**

WHEREAS, The truth in Taxation Act requires that all taxing districts in the State of Illinois determine the estimated amounts of taxes necessary to be levied for the year not less than twenty (20) days prior to the official adoption of the aggregate tax levy of the district; and

WHEREAS, if the estimated aggregate amount necessary to be levied, exclusive of election costs and bond and interest costs, exceeds 105% of the aggregate amount of property taxes extended or estimated to be extended, including any amount abated by the taxing district prior to such extension, upon the levy of the preceding year, public notice shall be given and a public hearing shall be held on the district's intent to adopt a tax levy in an amount which is more than 105% of such extension or estimated extension for the preceding year; and

WHEREAS, the aggregate amount of property taxes extended for 2022 was:

Educational Purposes.....	\$20,044,326
Operations and Maintenance Purposes	5,198,551
Protection, Health, and Safety Purposes.....	1,789,644
Auditing Purposes.....	75,782
Tort Immunity Purposes.....	6,516,136
Social Security & Medicare Insurance Purposes	572,889
<i>TOTAL</i>	<i>\$34,197,328</i>

and

WHEREAS, it is determined that the estimated amount of taxes necessary to be raised by taxation for the year 2023 is as follows:

Educational Purposes.....	\$21,156,823
Operations and Maintenance Purposes	5,485,102
Protection, Health, and Safety Purposes.....	2,000,000
Auditing Purposes.....	80,000
Tort Immunity Purposes.....	6,490,000
Social Security & Medicare Insurance Purposes	610,000
<i>TOTAL</i>	<i>\$35,821,925</i>

And, that the amount of taxes levied for the year 2023 be allocated 50 percent for FY 2024 and 50 percent for FY 2025.

WHEREAS, the Truth in Taxation Act, as amended, requires that all taxing districts in the State of Illinois provide data in the Notice concerning the levies made for debt service pursuant to statute, referendum, resolution or agreement to retire principal or pay interest on bonds, notes, and debentures or other financial instruments which evidence indebtedness; and

WHEREAS, the amount of property taxes levied for the bond and interest purposes for 2022 was \$2,820,729 and it is hereby determined that the estimated amount of taxes to be levied for bond and interest purposes for 2023 is \$2,888,616. Of which, \$399,006 of the Alternative Revenue Source General Obligation Bonds, Series, 2019 will be abated.

NOW THEREFORE BE IT RESOLVED by the Board of Trustees, Lincoln Land Community College, District No. 526, Counties of Bond, Cass, Christian, DeWitt, Fayette, Greene, Logan, Macon, Macoupin, Mason, Menard, Montgomery, Morgan, Sangamon, Scott, and State of Illinois, as follows:

- SECTION 1: The aggregate amount of taxes estimated to be levied for the year 2023 is \$35,821,925.
- SECTION 2: The aggregate amount of taxes estimated to be levied for the year 2023 does not exceed 105% of the taxes extended by the district in the year 2022.
- SECTION 3: The amount of taxes estimated to be levied for the year 2023 for debt service is \$2,888,616 which is 102.4% of the taxes levied for debt service for 2022.
- SECTION 4: Each county clerk shall also extend a special tax for bond and interest payments as set forth in the certified copy of the resolutions (bond schedules) on file in the office of the county clerk of each county in which District No. 526 is situated.
- SECTION 5: The estimated aggregate amount necessary to be levied exclusive of election costs and bond and interest costs, does not exceed 105% of the amount of property taxes extended or estimated to be extended including any amount abated by the taxing district upon the levy of the previous year.

ATTEST:

Chairman, Board of Trustees

Secretary, Board of Trustees

**TRUTH IN TAXATION
CERTIFICATE OF COMPLIANCE**

This applies to the tax levy for the year 2023 payable 2024

I, the undersigned, hereby certify that I am the presiding officer of Lincoln Land Community College District 526, and as such presiding officer I certify that the levy ordinance, a copy of which is attached, was adopted pursuant to, and in all respects in compliance with the provisions of Section 18-60 through 18-85 of the "Truth in Taxation" law.

Check One of the Choices Below:

- 1) The taxing district published a notice in the newspaper and conducted a hearing meeting the requirements of the Truth in Taxation Law.
- 2) The taxing district's aggregate levy did not exceed a 5% increase over the prior year's extension. Therefore, a notice and a hearing were not necessary.
- 3) The proposed aggregate levy did not exceed a 5% increase over the prior year's extension. Therefore, a hearing was not held. The adopted aggregate tax levy exceeded 5% of the prior year's extension and a notice was published within 15 days of its adoption in accordance with the Truth in Taxation Law.
- 4) The adopted levy exceeded the amount stated in the published notice. A second notice was published within 15 days of the adoption in accordance with the Truth in Taxation Law.

Date: December 11, 2023

Presiding officer: _____
Secretary of Board (or) Board Chair

CERTIFICATE OF TAX LEVY

Community College District No. 526, Counties of Bond, Cass, Christian, DeWitt, Fayette, Greene, Logan, Macon, Macoupin, Mason, Menard, Montgomery, Morgan, Sangamon, Scott, and State of Illinois.

We hereby certify that we require:

- the sum of \$21,156,823 to be levied as a tax for educational purposes (110 ILCS 805/3-1), and
- the sum of \$ 5,485,102 to be levied as a tax for operations and maintenance purpose (110 ILCS 805/3-1), and
- the sum of \$ 0 to be levied as an additional tax for educational and operations and maintenance purposes (110 ILCS 805/3-14.3), and
- the sum of \$ 6,490,000 to be levied as a special tax for purposes of the Local Governmental and Governmental Employees Tort Immunity Act (745 ILCS 10/9-107), and
- the sum of \$ 610,000 to be levied as a special tax for purposes for Social Security and Medicare insurance purposes (40 ILCS 5/21-110 and 5/21-110.1), and
- the sum of \$ 80,000 to be levied as a special tax for financial audit purposes (50 ILCS 310/9), and
- the sum of \$ 2,000,000 to be levied as a special tax for protection, health, and safety purposes (110 ILCS 805/3-20.3.01), and
- the sum of \$ 0 to be levied as a special tax for _____ purposes, on the taxable property of our community college district for the year 2022.

Signed this 11th day of December, 2023.

Chairman of the Board of Said Community College District

Secretary of the Board of Said Community College District

When any community college district is authorized to issue bonds, the community college board shall file in the office of the county clerk in which any part of the community college district is situated a certified copy of the resolution providing for their issuance and levying a tax to pay them. The county clerk shall each year during the life of a bond issue extend the tax for bonds and interest set forth in the certified copy of the resolution. Therefore, to avoid a possible duplication of tax levies, the community college board should not include in its annual tax levy a levy for bonds and interest.

Number of bond issues of said community college district that have not been paid in full **(three)**.

This certificate of tax levy shall be filed with the county clerk of each county in which any part of the community college district is located on or before the last Tuesday in December.

(Detach and Return to Lincoln Land Community College, 5250 Shepherd Road, P O Box 19256, Springfield, IL 62794-9256)

This is to certify that the Certificate of Tax Levy for Community College District No 526 Counties of Bond, Cass, Christian, DeWitt, Fayette, Greene, Logan, Macon, Macoupin, Mason, Menard, Montgomery, Morgan, Sangamon, Scott, and State of Illinois on the equalized assessed value of all taxable property of said community college district for the year 2023 was filed in the office of the County Clerk of this county on _____, 2023.

In addition to an extension of taxes authorized by levies made by the Board of said community college district an additional extension(s) will be made, as authorized by resolution(s) on file in this office, to provide funds to retire bonds and pay interest thereon. The total amount, as approved in the original resolution(s), for said purpose for the **General Obligation Refunding Bonds, Series 2016, Alternative Revenue Source General Obligation Bonds, Series 2019, General Obligation Refunding Bonds, Series 2020 for the year 2023, is \$1,130,750, \$399,006, and \$1,358,860, respectively. The Alternative Revenue Source General Obligation Bonds, Series 2019 will be abated in January 2024.**

Date _____ County Clerk and County

MEMORANDUM

TO: Members, LLCC Board of Trustees
FROM: Charlotte J. Warren
President
SUBJECT: Personnel Matters
DATE: December 11, 2023

We recommend the following personnel actions:

FACULTY

A. Resignation

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE DATE</u>
Dr. Alonzo DeCarlo	Assistant Professor, Psychology	05/17/2024
Sarah Owens	Instructor, Nursing	12/15/2023

B. Retirement

<u>NAME</u>	<u>POSITION</u>	<u>EFFECTIVE DATE</u>
Michael Meyers	Assistant Professor, Respiratory Care	05/31/2024

C. Approve the one-semester, temporary appointment of Lauren Hernandez in the position of Nursing Instructor. Lauren received her Master of Science degree in Nursing Leadership and Management from Western Governors University. She has been employed as an adjunct since August of 2023 and as a Registered Nurse since 2021. Employment will be effective January 16, 2024, with placement on Masters, Step 3 of the 2023-2024 faculty salary schedule.

ADMINISTRATOR

A. Approve the employment of Shawn Allen in the position of Registrar. Shawn received her Bachelor of Arts degree in Criminal Justice from University of Illinois at Springfield. She has been employed at LLCC since 2004 and is currently the Student Records Coordinator. Employment will be effective January 2, 2024 with placement in salary grade J.

B. Approve the employment of Luis Alarcon, pending the successful completion of a criminal background check and drug screen, in the position of Director, Recruitment and Admissions. Luis received a Master of Education from DePaul University and has a dissertation in progress for a Doctor of Education in Education Policy, Organization & Leadership from University of Illinois at Urbana-Champaign. He is

currently the Admissions and Recruitment Coordinator at Elgin Community College. Employment will be effective February 1, 2024 with placement in salary grade K.

- C. Approve the employment of Jonathan Brandenburg in the position of Program Director, Welding. Jonathan has been a full-time faculty in the LLCC Welding Program since January of 2023 and has over 13 years of hands-on and leadership experience in Welding. Employment will be effective January 2, 2024 with placement in salary grade K.

Proposed Termination

A letter, which served as a “Notice of Proposed Termination,” was hand-delivered to Ms. Holly Westholm on December 1, 2023.