
LLCC Board of Trustees Regular Meeting

December 15, 2025

Wayne Rosenthal, Chair

Ken Elmore, Vice Chair

Samantha Enz, Secretary

Vicki Davis

Gordon Gates

Jeff Fulgenzi

Mark Holaway

Addy Blimling, Student Trustee

Charlotte Warren, President

MISSION STATEMENT

The mission of Lincoln Land Community College is to transform lives and strengthen our communities through learning.

**BOARD OF TRUSTEES
LINCOLN LAND COMMUNITY COLLEGE
ILLINOIS COMMUNITY COLLEGE DISTRICT #526**

PUBLIC HEARING ON PROPOSED USE OF THE ENERGY TRANSITION COMMUNITY GRANT FUNDS MONDAY, DECEMBER 15, 2025 5:30 P.M.
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**AGENDA
REGULAR MEETING**

Monday, December 15, 2025
5:30 P.M.

Lincoln Land Community College
Robert H. Stephens Room

I. Preliminary Matters

- A. Roll Call
- B. Pledge of Allegiance
- C. Adoption of Agenda of the December 15, 2025 Meeting
- D. Regular Board Meeting Dates from January 2026 through December 2026
- E. Introductions and Recognitions
- F. Hearing of Citizens

II. Consent Agenda

- A. Approval of Minutes of the Regular Meeting of November 19, 2025
- B. Ratify Payments of Cash Disbursements for November and the November Treasurer's Report
- C. Out-of-State Travel
 - 1. Ratification of Out-of-State Travel
 - 2. Approval of Out-of-State Travel
- D. Budget/Financial Items
- E. Purchasing
 - 1. Spring 2026 Forward Magazine
- F. Contracts/Agreements
 - 1. Monthly Training Contract/Clinical Agreement Status Report
 - 2. Revised Salesforce CRM System Annual Agreement Renewal
 - 3. Three-Year PeopleAdmin System Subscription and Support Services Contract
 - 4. Landis Contact Center Service.
- G. Monthly Grant Status Report
- H. Facility Leases
- I. Construction Items
 - 1. Master Plan Implementation – Modification of Architect Agreement
- J. Other Items
 - 1. Disposal of Obsolete Equipment

III. Action Agenda

- A. Policies
- B. Academic Services Division Items
- C. Student Services Division Items
- D. Administrative Services Division Items
 - 1. Establishment of CY 2025 Tax Levy
 - 2. Abatement Resolution of Series 2019 Bond Tax Levy
- E. Information Technology Items
- F. Executive Division Items

IV. Information Items

- A. Staff Reports
 - 1. Academic Services
 - 2. Student Services
 - 3. Administrative Services
 - a. Position Vacancies and Hires
 - b. Construction Progress Update
 - c. Monthly Financial Report
 - 4. Information Technology
 - 5. Advancement Office
 - 6. Executive Division
 - a. Review of Agenda Master Calendar
- B. President's Report
- C. Report from Faculty Senate
- D. Report from Faculty Association
- E. Report from Classified Staff
- F. Report from Professional Staff
- G. Report from Facilities Services Council
- H. Chairman's Report
- I. Secretary's Report
- J. Foundation Report
- K. Other Board Members' Reports

V. Strategic Discussion

- A. RISE Technology

VI. Executive Session

- A. Personnel Matters
- B. Pending /Imminent Legal Matters

VII. Actions from Open/Executive Session

- A. Approval of Personnel Matters

VIII. Adjournment

I. Preliminary Matters

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Regular Board Meeting Dates from January 2026 through
December 2026

DATE: December 15, 2025

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. I am requesting that we hold the January meeting on January 21, 2026 November meeting on November 18, 2026 , and the December meeting on December 14, 2026. Some meetings may be held at off-campus locations.

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.

MOTION: Move to approve the schedule of meetings from January 2026 through December 2026 as the fourth Wednesday of each month, except for January, November, and December. 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.

II. Consent Agenda

AGENDA ITEM II.B

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Ratify Payments of All Cash Disbursements for November and the
November Treasurer's Report

DATE: December 15, 2025

In accordance with Lincoln Land Community College Board of Trustees Policy 6.1, the following items are available in the President's Office and Vice President, Administrative Services Office for your review and subsequent action:

- A. The Cash Disbursement Register including the Check Register of bi-monthly accounts payable checks, E-commerce refunds, ACH and Wire transactions issued during November, 2025, (payments for purchase order payments, equipment, supplies, lease payments, maintenance agreements, travel in accordance with the Local Government Travel Expense Control Act, employee reimbursements, membership dues, subscriptions, club vouchers, medical claim payments, pre-paid purchase orders, and time sensitive payment due dates – generally, items included under Board Policy 6.6).
- B. The Treasurer's Report for the month ending November 30, 2025.

MOTION: Ratify disbursements of the bi-monthly checks, E-commerce refunds, ACH and Wire transactions issued during November 2025, and ratify the November 30, 2025, Treasurer's Report.

MEMORANDUM**AGENDA ITEM II.C.2****TO:** Members, LLCC Board of Trustees**FROM:** Charlotte J. Warren
President**SUBJECT:** Out-of-State Travel**DATE:** December 15, 2025

Name	Meeting	Location	Purpose	Amount
Maskey, Cynthia	ACEN Site Visit	Albuquerque, NM	Professional Development	\$0*
Alexander, Sue	COABE Adult Ed Conference	Indianapolis, IN	Professional Development	\$2,743
Coggins, Brittany	COABE Adult Ed Conference	Indianapolis, IN	Professional Development	\$2,743
Mendoza, Patty	COABE Adult Ed Conference	Indianapolis, IN	Professional Development	\$3,203
Parton, Becky	Instructional Technology Council Annual Conference	Austin, TX	Professional Development	\$2,325
Earley, Brian	Electric Vehicle Training at Legacy EV	Gilbert, AZ	Faculty Development	\$2,817**
Tanke, Damon	Electric Vehicle Training at Legacy EV	Gilbert, AZ	Faculty Development	\$2,523**
Pietrzak, David	Aviation Technician Conference	Portland, OR	Faculty Development	\$3,489
Tullis, Arnold	Aviation Technician Conference	Portland, OR	Faculty Development	\$3,489
Bauer, Gillian	PTK Catalyst Conference	Baltimore, MD	Faculty Development	\$2,345
PTK Students (6)	PTK Catalyst Conference	Baltimore, MD	Student Experience	\$13,265***
Beckmier, Craig & 13 Students	Livestock Judging Competition & Cattleman Classic	Oklahoma City, OK & Denver, CO	Student Experience	\$9,180****

** Outside Funding**** Grant Funds***** Student Club Funds******Designated Ag Fund-LLCC Foundation*

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Spring 2026 Forward Magazine

DATE: December 15, 2025

The College issued a Request for Proposals for the printing, mailing, and delivering of the Forward Magazine for the Spring 2026 semester. The College plans to print and distribute 160,000 Forward Magazines. Recycled paper and environmentally friendly inks will be used in the printing of this publication.

Given the continuing uncertainty and volatility in the paper market, bids were evaluated on fixed costs (excluding paper) to produce the magazine and a mark-up rate on paper. Paper expense will be calculated once paper is purchased by the vendor and will be included in the invoice.

Bidder	Total Fixed Costs 160,000 Forward Magazines (1 issue 32 Pages)	% Mark-Up on Paper Cost	Total Cost
FCL Graphics Harwood Heights, IL	\$14,077	8.75% -\$25,127	\$41,402.00
Premier Print Group Champaign, IL	\$13,350	7.5%- \$34,031	\$49,934.22

As required by section 6.4 of the LLCC Board Policy, an advertisement for public bid was published in the Monday, October 22, 2025, edition of the State Journal Register.

In addition to the bidders above, the solicitation was also sent to: American Marketing Services, Mundelein; BFM Group Inc., Lake Saint Louis, Mo; Bloomington Offset, Bloomington; Color World of Printing, Springfield; Consolidated Printing Company, Chicago; Cross Rhodes Print and Technologies, Lombard; Dan's Printing and Office Supplies, Oak Forest; Fidelity Print Communications, Broadview; GH Printing Co., Downers Grove; Grace Printing and Mailing, Chicago; Hagg Press, Inc., Elgin; Hilton Publishing, Inc., Chicago; Kingery Printing Company, Effingham; KK Stevens Publishing, Astoria; Lake Shore Business Forms, Mokena; LE Print Express, Pro-Type Printing, Paxton; Richards Graphic Communications, Inc., Bellwood; RPM Design + Production, Campton Hills; Sharp Mill Graphics, Tinley Park; Sunrise Digital, Chicago.

Budget Impact:

Total Funds Requested: \$51,000
Source of Funds: Operating Funds
Projected Revenue: N/A
Projected Savings: N/A

Student Learning Impact:

How will proposed agenda item impact student learning?

N/A

How will proposed agenda item be measured?

N/A

MOTION:	Move to approve a purchase order to FCL Graphics for the printing, mailing, and delivering of the Spring 2026 issue of the Forward Magazine at the total estimated cost of \$51,000 to allow for paper price fluctuations in accordance with the terms, conditions, and specifications of Invitation to Bid #FY2026-06.
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MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Monthly Training Contract/Clinical Agreement Status Report

DATE: December 15, 2025

The following is the current Training Contract/Clinical Agreement Status Report for LLCC.

The Culinary Institute has entered a contract with CCDC Property Management to hold a Culinary Teambuilding Class. Approximately 12 people will attend the class at the Workforce Institute in December.

LLCC Medical District seeks approval to enter into an Affiliation Agreements with Animal Emergency Clinic and Animal Medical Center Litchfield for students enrolled in the College's Veterinary Assistant Program.

LLCC Medical District seeks approval to enter into an Affiliation Agreement with Dr. Raj Dhamrait, DDS for students enrolled in the College's Dental Assistant Program.

The Diesel Technologies Program seeks approval to enter into an Affiliation Agreement with Jenner Ag for students enrolled in the College's Diesel Technology Program.

MOTION: Move to approve the Affiliation Agreements with Animal Emergency Clinic, Animal Medical Center Litchfield, Dr. Raj Dhamrait, DDS and Jenner Ag.

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Revised Salesforce CRM System Annual Agreement Renewal

DATE: December 15, 2025

Board approval is requested for a one-year software agreement with Salesforce for the use of Salesforce CRM System in Recruiting/Admissions, Student Success, Adult Education, and Workforce Careers at the revised cost of \$96,797.51.

Budget Impact:

Total Funds Requested: \$96,797.51
Source of Funds: Operating Fund
Projected Revenue: N/A
Projected Savings: N/A

Student Learning Impact:

How will proposed agenda item impact student learning?

Salesforce CRM system will allow the college to provide better enrollment services for prospective and current students.

How will proposed agenda item be measured?

Better recruiting process for the college and students.

MOTION: Move to approve the one-year agreement for the Salesforce CRM system at a total revised cost of \$96,797.51.

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Three-Year PeopleAdmin System Subscription and Support Services Contract

DATE: December 15, 2025

Board approval is requested for a three-year subscription and support services contract for the PeopleAdmin Position Management System in the amount of \$162,874.39. PeopleAdmin supports our employee recruiting and hiring process, applicant tracking, and employee records.

A three-year contract offers a discounted annual escalation rate of 4%, yielding savings of \$14,618.99 over the life of the contract. The current year-to-year contract annual escalation rate is 8%.

Calendar Year	12-Month Contract (8% Escalation Rate)	36-Month Contract (4% Escalation Rate)	Savings
2026	\$ 54,673.91	\$ 52,176.57	\$ 2,497.34
2027	\$ 59,047.82	\$ 54,263.64	\$ 4,784.18
2028	\$ 63,771.65	\$ 56,434.18	\$ 7,337.47
Total	\$177,493.38	\$162,874.39	\$ 14,618.99

Budget Impact:

Total Funds Requested: \$162,874.39
Source of Funds: Operating Fund
Projected Revenue: N/A
Projected Savings: \$ 14,618.99

Student Learning Impact:
How will proposed agenda item impact student learning?

PeopleAdmin system is critical to the personnel recruiting and hiring process, position and performance management and employee records.

How will proposed agenda item be measured?

The college will be able to continue to employ effective recruiting and hiring, position and performance management, and employee records tools.

MOTION: Move to approve the three-year subscription and support services contract for the PeopleAdmin System at a total cost of \$162,874.39.

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Landis Contact Center Service

DATE: December 15, 2025

Board approval is requested for a one-year contract of Landis Contact Center service, a cloud-based, SaaS call center system. The Call Center System allows the college to manage incoming/outgoing calls, enhancing quality, routing, and response by providing Call Center Queues, Call Center Group, Quality Management, Workforce Management, and Reporting & Analytics.

Budget Impact:

Total Funds Requested:	\$33,540
Source of Funds:	Operating Funds
Projected Revenue:	N/A
Projected Savings:	N/A

Student Learning Impact:

How will proposed agenda item impact student learning?

The Landis Contact Center system will continue to help staff receive and respond to student phone calls efficiently.

How will proposed agenda item be measured?

Student satisfaction when contacting LLCC and number of calls attended.

MOTION: Move to approve a one-year contract of the Landis Contact Center service in the amount of \$33,540.

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Monthly Grant Status Report

DATE: December 15, 2025

Attached is the current Grant Status Report for LLCC. It includes all grant requests submitted and accepted during the month of November. It also includes a brief description of the purpose for which the funding is, or has been, solicited.

Adult Education is seeking ratification of the Expansion of ESL Services for Adult Education Providers grant. If awarded, the grant will be used to hire a program assistant at the Beardstown outreach center to expand English language learning opportunities.

Adult Education is also seeking ratification of the Digital Instruction for Adult Education grant. If awarded, the grant will be used to pay for instructors teaching digital literacy and purchase seats for the digital platforms used to deliver the instruction.

MOTION: Move to ratify the grant application for the Expansion of ESL Services grant in the amount of \$50,000 and the grant application for the Digital Instruction for Adult Education grant in the amount of \$75,000.

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Master Plan Implementation – Modification of Architect Agreement

DATE: December 15, 2025

During the course of any construction project, modifications to the agreement are necessary due to undiscovered conditions, existing conditions, or requests from the owner and the recognition that in any set of contract documents there will be the necessity for clarification.

During the design and programming for the Master Plan Implementation Phase A3 Renovations to Sangamon Hall it was determined additional renovation of the first floor of the library now named The Learning Center (TLC) was required to create the three new classrooms on the west side of Sangamon Hall. The original scope for Phase A3 included scope on the first floor of TLC which required moving offices, work room, service desk area on the first floor and relocating the book stacks to the lower level of Sangamon Hall. The Learning Center has recently undergone a realignment of services that require changes to layout, additional service desks and student study areas to improve and maximize services to students.

In addition to the scope listed above, additional scopes identified in the October 15, 2025, Approval of FY26 Protection, Health, and Safety Projects memo itemizing Master Plan Phase A PHS Scope (\$961,400) and Sangamon Hall Mechanical Controls Upgrades (\$602,800) all require additional design work. The increase in A/E fees listed below is inclusive of all the above scopes.

Demonica Kemper Architects (DKA), Chicago, IL, has agreed to provide design services for the additional scope and will be working with (BSA) and Farmer Environmental Services, LLC to provide design, construction administration, engineering and abatement services. DKA is proposing a fee of \$440,000 to provide architectural, engineering, and abatement services, which is within the fee structure range for a project of this scope and complexity.

Company	Service	Amount
Demonica Kemper Architects	Architectural / Project Management	\$260,000
Berners Schober Associates	Engineering	\$168,000
Farmer Environmental Services, LLC	Asbestos Abatement	\$ 12,000
Total:		\$440,000

Budget Impact:

Total Funds Requested: \$440,000
Source of Funds: 2025 Bonds & PHS
Projected Revenue: N/A
Projected Savings: N/A

Student Learning Impact:

How will proposed agenda item impact student learning?

By improving the physical environment in which instruction, study and leisure activities take place.

How will proposed agenda item be measured?

This project will be measured first by completion within the predetermined budget and time allotted for completion, and then by the satisfaction of the users and stakeholders.

MOTION: Move to modify the existing agreement with Demonica Kemper Architects in the amount of \$440,000 to provide additional design and engineering services for the Master Plan Implementation Project at the Main Campus.

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Disposal of Obsolete Equipment

DATE: December 15, 2025

For several years, the College has utilized the GovDeals.net platform to auction surplus and obsolete equipment. Recently, the College listed a Superflow AutoDyn 30 Chassis for auction, as it is being replaced to accommodate the installation of a new auto lift. The AutoDyn was positioned in a location that interfered with the lift installation.

The auction attracted bids from two vendors and closed on November 28 with a winning bid of \$6,825. The successful bidder is Jacob Curtis of Union, Kentucky.

MOTION: Move to approve the sale of the Auto Dyn 30 Chassis in the amount of \$6,825 to Jacob Curtis.

III. Action Agenda

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Establishment of CY2025 Tax Levy

DATE: December 15, 2025

As you may recall, 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 calendar year 2025. Under GASB 35 accounting standards this levy will be recognized for reporting purposes equally between FY 2026 and FY 2027.

The law requires the levy to state the dollar amount requested rather than the tax rate. The tax rate will be determined by the levy amount in conjunction with the district's equalized assessed valuation (EAV). The Education Fund rate of \$0.27 per \$100 EAV and the Operation and Maintenance Fund rate of \$0.07 per \$100 EAV will remain unchanged from last year. The proposed levy allows for EAV growth of up to 4.99% over CY24 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 2025, exclusive of debt retirement, includes an "aggregate levy" of 103.67% in excess of the estimated prior year's extension.

The levy recommended to you tonight, exclusive of debt service, is estimated at \$40,313,012. The proposed tax rate is equal to \$0.47131 cents per \$100 EAV which represents an decrease in the tax rate of 0.003 as compared to last year's rate. After the abatement of the 2019 Bond the new tax rate would be \$0.46694 which is a decrease of \$0.0074 from the prior year final tax rate.

The total levy for debt service includes \$3,121,131 for the retirement of principal and interest for the following:

- Alternative Revenue Source General Obligation Bonds, Series, 2019
- General Obligation Refunding Bonds, Series 2020
- General Obligation Refunding Bonds, Series 2025A and 2025B.

The Alternative Revenue Source General Obligations Bonds, Series 2019 will be abated.

The total estimated 2025 levy including debt service, is \$43,434,143 representing a 4.328% increase over the 2024 extension of \$41,632,110.

Attached are:

1. The formal resolution necessary to establish the 2025 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 2025 tax levy.

MOTION: Move to approve the establishment of a 2025 tax levy of \$24,882,098 for educational purposes; \$6,450,914 for operations and maintenance purposes; \$6,290,000 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 \$3,121,131 for Bond and Interest purposes; for a total of \$43,434,143.

RESOLUTION ON ESTIMATED TAX LEVY FOR 2025

**LINCOLN LAND COMMUNITY COLLEGE
RESOLUTION REGARDING ESTIMATED AMOUNTS
NECESSARY TO BE LEVIED FOR THE YEAR 2025**

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 2024 was:

Educational Purposes.....	\$23,190,393
Operations and Maintenance Purposes.....	6,012,649
Protection, Health and Safety Purposes	2,554,279
Auditing Purposes	78,998
Tort Immunity Purposes	6,438,405
Social Security & Medicare Insurance Purposes	610,000
TOTAL	\$38,884,724

and

WHEREAS, it is determined that the estimated amount of taxes necessary to be raised by taxation for the year 2025 is as follows:

Educational Purposes.....	\$24,882,098
Operations and Maintenance Purposes.....	6,450,914
Protection, Health and Safety Purposes	2,000,000
Auditing Purposes	80,000
Tort Immunity Purposes	6,290,000
Social Security & Medicare Insurance Purposes	610,000
TOTAL	\$40,313,012

And, that the amount of taxes levied for the year 2025 be allocated 50 percent for FY 2026 and 50 percent for FY 2027.

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 2024 was \$2,747,386 and it is hereby determined that the estimated amount of taxes to be levied for bond and interest purposes for 2025 is \$3,121,131. Of which, \$403,281 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 2025 is \$40,313,012.
- SECTION 2: The aggregate amount of taxes estimated to be levied for the year 2025 **does not** exceed 105% of the taxes extended by the district in the year 2024.
- SECTION 3: The amount of taxes estimated to be levied for the year 2025 for debt service is \$3,121,131 which is 103.67% of the taxes levied for debt service for 2024.
- 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

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 \$24,882,098 to be levied as a tax for educational purposes (110 ILCS 805/3-1), and
- the sum of \$ 6,450,914 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 \$ 6,290,000 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 2025.

Signed this 15th day of December, 2025.

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 2025 was filed in the office of the County Clerk of this county on _____, 2025.

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 2025A and 2025B, Alternative Revenue Source General Obligation Bonds, Series 2019, General Obligation Refunding Bonds, Series 2020 for the year 2025, is \$3,121,131. The Alternative Revenue Source General Obligation Bonds, Series 2019 will be abated.**

Date

County Clerk and County

**TRUTH IN TAXATION
CERTIFICATE OF COMPLIANCE**

This applies to the tax levy for the year 2025 payable 2026

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 15, 2025

Presiding officer: _____

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Abatement Resolution of Series 2019 Bond Tax Levy

DATE: December 15, 2025

Per the bond agreement for the Lincoln Land Community College District No. 526 General Obligation Bonds (Alternative Revenue Source), Series 2019 it is stated that each year the tax levy will be abated. The revenue to fund these bonds will be provided by the Kreher Trust account. At this time, the college has received the funds from the Trust account.

MOTION: Move to approve the resolution abating the 2025 tax levy for the Series 2019 Bond for Lincoln Land Community College.

**RESOLUTION ABATING THE 2025 TAX LEVY FOR THE
LINCOLN LAND COMMUNITY COLLEGE (COMMUNITY
COLLEGE DISTRICT NO. 526) GENERAL OBLIGATION
BONDS (ALTERNATE REVENUE SOURCE), SERIES 2019**

WHEREAS, Lincoln Land Community College (Community College District No. 526), Counties of Sangamon, Bond, Cass, Christian, DeWitt, Fayette, Green, Logan, Macon, Macoupin, Mason, Menard, Montgomery, Morgan and Scott, and State of Illinois (the “District”) issued its \$7,500,000 General Obligation Bonds (Alternate Revenue Source), Series 2019 (the “Bonds”) pursuant to a resolution adopted February 27, 2019 (the “Bond Resolution”) by the Board of Trustees of the District (the “Board”); and

WHEREAS, the Bond Resolution has a 2025 tax levy collectable in 2026 to pay principal and interest coming due on the Bonds (the “Tax Levy”), and provides that the District may abate the Tax Levy if the District has funds in the amount of the Tax Levy irrevocably on deposit in the Bond Fund; and

WHEREAS, the Board finds that the Bond Fund does now contain funds irrevocably on deposit in the amount of the Tax Levy with which the District will pay principal and interest on the Bonds next coming due.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF LINCOLN LAND COMMUNITY COLLEGE (COMMUNITY COLLEGE DISTRICT NO. 526), SANGAMON COUNTY, ILLINOIS, AS FOLLOWS:

Section 1. Incorporation of Preambles. The Board finds that the recitals contained in the preambles to this Resolution are true and correct and does incorporate such recitals into this Resolution by this reference.

Section 2. Determination to Abate Tax Levy. The Board elects to abate the Tax Levy and authorizes and directs the Treasurer of the District to file all such documents and certificates with the County Clerks of the counties in which the District is located directing the County Clerks to abate the Tax Levy.

Adopted: _____

Chairman

ATTEST:

Secretary

IV. Information Items

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Position Vacancies and Hires

DATE: December 15, 2025

POSITION VACANCIES

Classified

Building Custodian (FT)

Property Control Technician (FT)

Professional

ERP Systems Administrator I - 2 (FT)

Marketing Manager (FT)

Administrator

Director, Nontraditional Programming

Full-time Faculty

Instructor, Diesel Technologies

Instructor, Nursing

NEW HIRES

Mahoney, Patrick	Duplication & Mail Center Technician	12/01/2025
Specht, Abbey	Academic Technology Operations Specialist	01/05/2026

RESIGNATIONS

Bierbrodt, Megan	Program Navigator, WEI	12/02/2025
Davis, Brandon	Enrollment Services Representative I	12/12/2025

RETIREMENTS

Norman, Craig	Truck Driver Training Specialist	12/31/2025
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MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Construction Progress Update

DATE: December 15, 2025

Attached is the current Construction Project Status Report for LLCC. It includes all projects that are currently underway and projects that have formal plans and available funding but are not yet underway. The following information is intended to provide a brief overview of the progress of each of the projects since the previous Board Meeting:

PHS Projects – FY24

Mechanical Upgrades

The project is substantially complete. We are awaiting completion of punchlist items and closeout documents.

PHS Projects – FY25

Exterior Door & Eyewash Station Upgrades

The project is substantially complete. We are awaiting completion of punchlist items and closeout documents.

Interior Wayfinding Phase 2

The project is under way.

Logan Hall Roof Replacement

The project is substantially complete. We are awaiting completion of punchlist items and closeout documents.

Main Campus Exterior & Interior Lighting Upgrade Phase 4

The project is under way.

PHS Projects – FY26

Interior Wayfinding Phase 3

Development of construction documents is underway.

Child Development Center Mechanical Upgrades

Development of construction documents is underway.

Small Projects – FY25

FY25 Parking Lot & Sidewalk Improvements

The project is complete.

FY25 Small Projects - 2025 Master Service Agreement (O'Shea)

The project is substantially complete. We are awaiting completion of punchlist items and closeout documents.

Deferred Maintenance Capital Project (CDB Managed)

Fire Alarm System Upgrades

Design development is under way. The CDB project schedule allows 48 weeks for design development.

Restricted O & M

Construction Training Lab

The project is substantially complete. We are awaiting completion of punchlist items and closeout documents.

EDA Cares Act Grant

Renovate and Expand Campus Training Facilities

The project is under way and Logan Hall is substantially complete. The Storage Building assembly has begun in anticipated delivery of the final order of metal panels this month.

DCEO Energy Transition Community Grant

Litchfield Science Lab Renovation

The project is substantially complete. We are awaiting completion of punchlist items and closeout documents.

Welding Lab Expansion

The project is under way.

2025 Bond

Master Plan Implementation – Phase A

Renovations in Millennium, main level Sangamon Hall

- The 1st Phase of this project has been broken out further into several smaller sub-phases.
- Phase A1 Renovations of Millennium Center: The project is under way.
- Phase A2 Asbestos Abatement of Sangamon Hall: We have requested asbestos testing and design services be initiated to determine the extent of the scope.

- Phase A3 Renovations of Sangamon Hall: We are working with the architect/engineer team on design drawings with the intent of bidding in early 2026. This includes additional scope at The Learning Center in addition to the classrooms initially identified in the master plan scope.

Master Plan Implementation – Phase B

Renovations in main level of Menard Hall.

- Fall 2025 – User Group meetings to confirm scope have been ongoing.
- Summer 2026 – Bidding through O’Shea Builders as a CM.
- Construction would begin after Phase A is complete in late 2026 and continue in “sub phases” through December 2027.
- Phase B1 Asbestos Abatement of Menard Hall Main Level: We will request asbestos testing and design services be initiated in early 2026 to determine the extent of the scope.
- Phase B2 Renovations of Menard Hall Main Level: Design will continue when Phase A3 Sangamon Hall drawings are complete.

Master Plan Implementation – Phase C

Renovations in the main and lower levels of Menard Hall, and Trutter Center Classrooms.

- Spring 2026 – User Group meetings to confirm scope and begin Design Development.
- November/December 2026 – Bidding through O’Shea Builders as a CM.
- Construction would begin after Phase B is complete in Summer 2027 and continue in “sub phases” through Spring 2028.
- Phase C1 Asbestos Abatement of Menard Hall Lower Level: We will request asbestos testing and design services be initiated in early 2026 to determine the extent of the scope.
- Phase C2 Renovations of Menard Hall Lower Level: Design will continue when Phase A3 Sangamon Hall drawings are complete.
- Phase C2 Renovations of Trutter Center: Design will continue when Phase A3 Sangamon Hall drawings are complete.

AGENDA MASTER CALENDAR

JANUARY 2026 <ul style="list-style-type: none"> • Spring Adjunct Faculty Listing • Board Meeting 1/21/26 	FEBRUARY 2026 <ul style="list-style-type: none"> • Sabbatical Leaves • Approval of Faculty Positions • Faculty Tenure & Continuing Employment Recommendations • Board Meeting 2/25/26 	MARCH 2026 <ul style="list-style-type: none"> • Administrative Positions • Board Meeting 3/25/26 	APRIL 2026 <ul style="list-style-type: none"> • Seating of Student Trustee • Gala 4/25/26 • Board Meeting 4/22/26
MAY 2026 <ul style="list-style-type: none"> • Student Recognition • Employee Recognition • Commencement 5/15/26 • Board Meeting 5/27/26 	JUNE 2026 <ul style="list-style-type: none"> • Summer Adjunct Faculty Listing • Budget Workshop • Board Meeting 6/24/26 	JULY 2026 <ul style="list-style-type: none"> • FY27 Tentative Budget • Board Meeting 7/22/26 	AUGUST 2026 <ul style="list-style-type: none"> • Board Meeting 8/26/26
SEPTEMBER 2026 <ul style="list-style-type: none"> • Budget Adoption/Public Hearing • Fall Adjunct Faculty Listing • Board Meeting 9/23/26 	OCTOBER 2026 <ul style="list-style-type: none"> • PHS Projects • Board Meeting 10/28/26 	NOVEMBER 2026 <ul style="list-style-type: none"> • Financial Audit Review • Board Meeting 11/18/26 	DECEMBER 2026 <ul style="list-style-type: none"> • Adopt CY26 Property Tax Levy • Board Meeting 12/14/26 • General Obligation Alternate Bond Levy Abatement

V. Strategic Discussion

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: RISE Technology

DATE: December 15, 2025

Tim Humphrey, Professor of Education, will provide a tour of the RISE Technology classroom on Main Campus and connect with Elizabeth Fines-Workman, Director, LLCC Taylorville at the RISE Technology classroom in Taylorville. The demonstration will include the technology in action and an overview of the college's plans for RISE.