

**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 Wednesday, November 19, 2025 at 5:30 p.m. in the Robert H. Stephens Room with Chair Rosenthal presiding.

I. Preliminary Matters

A. Roll Call

Members present were Ms. Blimling, Dr. Davis, Mr. Elmore, Ms. Enz, Mr. Fulgenzi, Mr. Gates, and Mr. Rosenthal. Mr. Holaway joined the meeting via phone.

MOTION NO. 11-19-25-1:

Mr. Gates moved to allow Mr. Holaway to join the meeting via phone. Dr. Davis seconded.

Chairman Rosenthal called a voice vote, all members voted aye. PASSED

B. Pledge of Allegiance

C. Adoption of Agenda of the November 19, 2025 Meeting

MOTION NO. 11-19-25-2:

Mr. Gates moved to adopt the agenda of the November 19, 2025 meeting seconded by Ms. Enz.

Chairman Rosenthal called a voice vote, all members voted aye. PASSED

D. Introductions and Recognition

E. Hearing of Citizens

II. Consent Agenda

MOTION NO. 11-19-25-3:

Dr. Davis moved to:

- approve the minutes of the regular meeting of October 15, 2025;
- ratify disbursements of the bi-monthly checks, E-commerce refunds, ACH, and wire transactions issued during October 2025 and ratify the October 31, 2025 Treasurer's Reports;
- ratify out of state travel;
- approve out of state travel;
- approve the purchase of AL-45 Landing Gear System Trainer from Avotek, Inc. in the amount of \$37,569;
- approve the Clinical Site Agreements with Macoupin County Family Practice, Blessing Health System, amend the Clinical Site Agreement with Grove Health and Rehab Center, and approve the Affiliation Agreements with Hillsboro Advanced Veterinary Care, Modern Dental, Tuthmvr Orthodontics and United Community Bank;
- ratify the grant application for the Trade School grant in the amount of \$345,250, the Pathways Step grant application in the amount of \$9,962 and the grant application for the Supporting Students Facing Homelessness and Housing Insecurity grant in the amount of \$25,000;
- approve the MSA Amendment #3 with O'Shea Builders in the amount of \$2,645,502 and to establish a project contingency in the amount of \$130,000 for an aggregate amount of \$2,775,502 to complete the Welding Lab Expansion project;
- and approve the fee agreement with WRF Engineers LLC in the amount of \$737,900 to provide design and engineering services for the Deferred Maintenance Capital Project – Fire Alarm System Upgrades.

Mr. Holaway seconded.

Chairman Rosenthal called a voice vote, all members voted aye. PASSED

III. Action Agenda

A. Policies - None

B. Academic Services Division Items – None

C. Student Services Division Items – None

D. Administrative Services Division Items

1. FY2025 Annual Comprehensive Financial Report (ACFR) and Single Audit

The FY 2025 Annual Comprehensive Financial Report (ACFR) and FY25 Single Audit (in draft form) are included as a separate attachment for your review. Sikich, LLP performed the audit for the second year of their five-year contract. A representative of the auditing firm will be available during the meeting to answer any questions.

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, 2025 and 2024, 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 presented in a consolidated format, similar to corporate reporting. Supplementary financial statements follow, providing additional detail. The audit also includes compliance testing related to Illinois Community College Board requirements for restricted grants and enrollment reporting. The Single Audit report addresses federal award compliance.

This year’s audit resulted in no findings for the Annual Comprehensive Financial Report. One finding was identified in the Single Audit and has since been reviewed and corrected.

Due to the delay in the release of the U.S. Office of Management and Budget (OMB) Compliance Supplement for conducting 2025 single audits, the FY2025 Single Audit report is currently considered tentative. Board action will proceed to accept the draft report as presented. If any changes occur between the draft and final versions following the release of the Compliance Supplement, the board will be promptly notified.

As in previous years, the College will submit its financial information to the National Association of School Business Officials for consideration for the Certificate of Excellence in Financial Reporting. The College has received this recognition annually since its first submission in 2001.

MOTION NO. 11-19-25-4:

Dr. Davis moved to approve the Fiscal Year 2025 Annual Comprehensive Financial Report, Fiscal Year 2025 Single Audit Report, and Auditor’s Communication to the Board of Trustees. Mr. Holaway seconded.

Upon roll call vote, Dr. Davis, Mr. Elmore, Ms. Enz, Mr. Fulgenzi, Mr. Gates, Mr. Holaway, Mr. Rosenthal, and Ms. Blimling (advisory) voted aye. PASSED

2. Litchfield Truck Driver Training Memorandum of Understanding

Lincoln Land Community College has been awarded a DCEO grant in the amount of \$2.6 million to construct a truck driver training pad and roadway at its LLCC-Litchfield location. Given the location of the roadway that will be constructed for access to our site, an MOU with the City of Litchfield and the Litchfield School District is necessary. A summary of the MOU is as follows:

LLCC:

- Secure Department of Commerce and Economic Opportunity (DCEO) grant funding.
- Construct training lot and access routes at LLCC-Litchfield.
- Procure trucks and trailers, hire qualified staff, and manage program operations.
- Maintain insurance and compliance with all grant and regulatory requirements.

Litchfield School District:

- Provide ingress/egress across the SCI Regional Workforce Training & Innovation Center site and grant an easement for program access.

City of Litchfield:

- Facilitate access across the railroad right-of-way if required.

MOTION NO. 11-19-25-5:

Mr. Gates moved to approve the MOU between LLCC, the City of Litchfield, and the Litchfield School District for the expansion of a Truck Driver Training program at LLCC-Litchfield. Mr. Fulgenzi seconded.

Upon roll call vote, Dr. Davis, Mr. Elmore, Ms.ENZ, Mr. Fulgenzi, Mr. Gates, Mr. Holaway, Mr. Rosenthal, and Ms. Blimling (advisory) voted aye. 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
5. Advancement Office
6. Executive Division

a. Review of Agenda Master Calendar

The January board meeting will be January 21, 2026.

B. President's Report

The Aspen Institute has named Lincoln Land Community College as one of 200 institutions from across the United States eligible to compete for the \$1 million Aspen Prize for Community College Excellence, the nation's premier recognition of high achievement and performance among two-year colleges. The top 200 colleges were selected from nearly 1,000 institutions based on student outcomes data, including retention, completion, transfer, and bachelor's attainment rates. We will be working through that process over the next year.

Spring class registration is underway. We are again trending up in credit hours. The ICCB enrollment report that recently came out showed us with a 25 ½% increase over the last 4 years well above the 19.2% statewide.

Our chapter of Phi Theta Kappa Honor Society held its fall induction ceremony on October 29th in the Trutter Center on the Springfield campus. The event formally recognized 31 new chapter members with a ceremony and reception attended by family and friends as well as faculty and staff. During the ceremony, chapter officers were also installed.

On November 11th, we held a ceremony honoring veterans. This was our 30th annual ceremony. Chair Rosenthal served as master of ceremonies, and the event included remarks from Grant Durham LLCC student and retired Sergeant, U.S. Army; Dawon Drew singing the national anthem; Charles Walker playing "Taps;" and our student trustee Addy Blimling presenting the wreath.

Lincoln Land participated in Jacksonville's Evening of Promise Gala, including Trustee Holaway, our student trustee Addy Blimling, myself, and cabinet members Bryan Gleckler and Karen Sanders. This academic year, Jacksonville Promise Scholarships are providing support for 67 Lincoln Land students.

Chad Jones, our head coach for women's basketball, has been selected for induction in the Illinois Basketball Coaches Association 2026 Hall of Fame Class. Under his guidance, the Loggers finished last season with a school record of 34 wins and three losses, capturing the Mid-West Athletic Conference Championship, Region 24 Tournament title and Central District Championship.

Our women's soccer team had an impressive season. In November, they moved into postseason play in the Region 24 tournament. It is their second straight region final appearance. They finished their season with a 14-5-1 record, and six members of the team were named to the All-Region Team.

Student services has and will be holding FAFSA events to provide assistance with the 2026-27 financial aid application. One took place just this afternoon at LLCC-Jacksonville. Also, the LLCC Foundation Scholarship application period is now open through February 15th.

We have held two Aviation Maintenance 101 sessions in the last month, giving prospective students a close-up and hands-on look at lab activities, learning and career opportunities in aviation maintenance.

LLCC-Jacksonville welcomed 60 area high school students for a Manufacture Your Future Day on Thursday, November 6th. Students toured Jacksonville Memorial Hospital, Reynolds Consumer Products and CCK Automations to learn about workforce opportunities and training available at Lincoln Land. LLCC-Beardstown also held a Manufacture Your Future event with 46 students from Beardstown High School on November 17th. Students visited DOT Foods and Westermeyer Industries.

Students in our LLCC-Litchfield industrial technology program toured Corteva/Pioneer in October as part of their Principles of Electricity class. They traced the electrical service for the plant and learned how industrial computers are used to control machinery.

LLCC Construction dual credit students participated in a two-day, hands-on workshop led by master millwork carpenter Gary Striegler. Known nationally for his craftsmanship and teaching, Striegler guided students through cabinetmaking and millwork techniques, sharing not only his skills but also his insights into the importance of professionalism in the trades.

The biology and chemistry clubs, led by Jennifer Davis and Jennifer Ramm, along with help from members of LLCC Natural and Agricultural Sciences, hosted LLCC's Haunted Lab on October 24th with great success! Around 125 children came to watch our students perform chemistry demonstrations and participate in other departmental activities.

Our Trutter Museum & Murray Gallery is hosting the exhibit "Exposure" featuring artwork by Springfield native John Muchow through December 11th. He is a freelance architectural photographer, but his first passion was nature photography. His personal photography continues to explore the art of the natural world while retaining glimpses of architectural sensibilities with an approach anchored in composition and light.

There was a Finals Fair for students yesterday and today with tables filled with resources and support for final exam preparation along with fun activities, snacks, and prizes.

We will be hosting a Thanksgiving lunch for students this Friday. It has become an annual event to come together, enjoy a delicious meal, and show gratitude as a community.

And fall choir and band concerts are coming up. The LLCC Choir will be performing "Dream and Drama" on Friday, December 5th at 7 p.m., our band will hold its fall concert Monday, December 8th at 7 p.m. — both events will be held in A. Lincoln Commons.

With the breakup of the Department of Education, new partnerships are being created with DOL, HHS, DOI and Department of State. That means for us – that we will have more agencies for reporting and funding structures for some of our grants and programs. More to come – just announced.

C. Report from Faculty Senate

Faculty Senate presented the following statement:

“The faculty of Lincoln Land Community College want to express concerns about the lack of transparency in the presidential search process and the exclusion of stakeholders. Insufficient transparency in the process could undermine the incoming president’s credibility.

Typically, a search of this significance would begin with a committee of diverse stakeholders reviewing candidates for invitations to visit campus. This committee meets with candidates and makes recommendations for the board, which is the decisionmaker.

We ask that you form a committee of diverse stakeholders that include a community member, a student, a trustee, a faculty member, a classified staff member, an academic professional staff member, and an administrator. This move would show respect that all voices in the Lincoln Land Community College District are heard and represented in a fair and transparent process.”

D. Report from Faculty Association

Faculty Association also supports the Faculty Senate statement.

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 recently attend the ICCTA meeting in Naperville. The trustee roundtable discussed various aspects of AI and recapped the ACCT Governance Leadership Institute that took place prior to their board meeting. In addition, she distributed the ICCTA Board Highlights.

J. Foundation Report

Ms. Sanders reported that scholarship applications for College Now students will open in January. She announced that Memorial Health will provide funding to allow LLCC to renovate the Surg Tech lab, as well as remodeling the Radiography and Sonography labs.

K. Other Board Members’ Reports

Ms. Blimling provided an update on various student activities taking place at both LLCC – Jacksonville and the main campus.

V. Strategic Discussion

VI. Executive Session

MOTION NO. 11-19-25-6:

Dr. Davis moved to hold an executive session for the purpose of discussing personnel matters and pending/imminent legal matters. Mr. Elmore seconded.

Upon roll call vote, Dr. Davis, Mr. Elmore, Ms. Enz, Mr. Fulgenzi, Mr. Gates, Mr. Holaway, Ms. Blimling (advisory), and Mr. Rosenthal voted aye. PASSED

MOTION NO. 11-19-25-7:

Trustee Davis moved to return to open session at p.m. seconded by Trustee Elmore.

All members voted aye. PASSED

VII. Actions from Executive Session

MOTION NO. 11-19-25-8:

Trustee Davis moved approve all personnel matters seconded by Trustee Fulgenzi.

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

VIII. Adjournment

There being no further business before the Board, the meeting was adjourned at 7:41 p.m.

Chairman Rosenthal

Secretary Enz

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Personnel Matters

DATE: November 19, 2025

We recommend the following personnel actions:

FACULTY

Sara Bachmann, Assoc. Professor Basic Nurse Assistant retirement effective 05/15/2026
Coffman, Diana, Professor Biology retirement effective 06/30/2026
Jennifer Ramm, Professor Chemistry retirement effective 05/15/2026
Michael Ramm, Professor Chemistry retirement effective 05/15/2026

ADMINISTRATOR

Cynthia Maskey, Dean Health Professions retirement effective 05/31/2026

Approve the employment of Jennifer Bettis in the position of Director, Major Gifts in the LLCC Foundation. Jennifer has a Master's degree in Interpersonal & Organizational Communication from the University of Illinois at Springfield and has been a Certified Fund-Raising Executive (CFRE) since 2011. She has over 24 years of experience fundraising in an educational environment and is currently the Director of Development at UIS. Her employment will be effective November 24, 2025 with placement in salary grade L.