

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

A public hearing was held on December 15, 2025, at 5:33 p.m. at Lincoln Land Community College, Robert H. Stephens Room for the purpose of discussing the proposed use of the Energy Transition Community Grant funds. Members present were Dr. Davis, Mr. Fulgenzi, Mr. Gates, Mr. Holaway, Ms. Blimling and Mr. Rosenthal.

MOTION NO. 12-15-25-1:

Mr. Gates moved to allow Mr. Elmore to join the public hearing via phone. Dr. Davis seconded.

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

Chair Rosenthal convened the public meeting, opening the floor for public comment. With there being no remarks, the public meeting was declared closed.

The regular meeting of the Board of Trustees of Lincoln Land Community College, Illinois Community College District #526 commenced at 5:36 p.m. with Chair Rosenthal presiding.

I. Preliminary Matters

A. Roll Call

Members present were Dr. Davis, Mr. Fulgenzi, Mr. Gates, Mr. Holaway, Ms. Blimling and Mr. Rosenthal.

MOTION NO. 12-15-25-2:

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

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

B. Pledge of Allegiance

C. Adoption of Agenda of the December 15, 2025, Meeting

Ms. Enz arrived at 5:38 p.m.

MOTION NO. 12-15-25-3:

Dr. Davis moved to adopt the agenda of the December 15, 2025, meeting. Mr. Holaway. seconded.

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

D. Regular Board Meeting Dates from January 2026 through December 2026

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 NO. 12-15-25-4:

Dr. Davis moved 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. Mr. Gates seconded.

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

E. Introductions and Recognitions - None

F. Hearing of Citizens – None

II. Consent Agenda

MOTION NO. 12-15-25-5:

Mr. Gates moved to:

- approve the minutes of the regular meeting of November 19, 2025;
- 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;
- approve out of state travel;
- 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;
- approve the Affiliation Agreements with Animal Emergency Clinic, Animal Medical Center Litchfield, Dr. Raj Dhamrait, DDS and Jenner Ag;
- approve the one-year agreement for the Salesforce CRM system at a total revised cost of \$96,797.51;
- approve the three-year subscription and support services contract for the PeopleAdmin System at a total cost of \$162,874.39;
- approve a one-year contract of the Landis Contact Center service in the amount of \$33,540;
- 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;
- 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 and
- approve the sale of the Auto Dyn 30 Chassis in the amount of \$6,825 to Jacob Curtis.

Mr. Fulgenzi seconded.

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

III. Action Agenda

A. Policies

B. Academic Services Division Items - None

C. Student Services Division Items – None

D. Administrative Services Division Items

1. Establishment of CY2025 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 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 a 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 NO. 12-15-25-6:

Trustee Gates moved 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 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

2. Abatement Resolution of Series 2019 Bond Tax Levy

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 NO. 12-15-25-7:

Trustee Gates moved to approve the resolution abating the 2025 tax levy for the Series 2019 Bond for Lincoln Land Community College 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

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 – None
- 6. Executive Division
 - a. Review of Agenda Master Calendar

B. President's Report

While the fall semester is wrapping up, registration for spring classes continues. Student Services (including registration, records, financial aid, testing, and student success advising) as well as the bookstore will again offer extended hours for spring registration on the Springfield campus. Monday-Thursday, Jan. 5-8, 8 a.m.-6 p.m. and Friday, Jan. 9, 8 a.m.-5 p.m.

We will be holding Logger Launch and Welcome Week events in January. Logger Launch will be held on January 7th to welcome new students, answer basic questions, and provide tours. Then the week classes begin is Welcome Week, and faculty and staff will be greeting students, helping them find classrooms and answering other questions they may have as they begin the semester.

The first week of January we will be launching the Professional Development Institute at LLCC — a new sub-brand of college offerings that features the wide range of training and continuing education opportunities we offer that are designed to meet the evolving needs of employers and working professionals. This includes essential workplace skills, leadership and management development, digital and tech skills, entrepreneurship, artificial intelligence, continuing education for teachers and health care workers, workforce training, as well as customizing training for businesses.

LLCC will be holding ACT Test Prep Seminars, which begin in January and February. The seminars, consisting of five subject-specific sessions, are available to high school students across the LLCC district.

Bill Harmon, professor of agriculture, was recently recognized with the Bill Johnson Excellence in Education Award at the Illinois Leadership Council for Agricultural Education.

LLCC won third place in the City of Springfield Holiday Planter Contest! You can see our “Snow Much to Learn at LLCC” holiday planter on the south side of the Old State Capitol in downtown Springfield.

LLCC’s Cardiovascular Sonography program was recently featured on the Community College Connections segment on WCIA’s morning program.

Our Occupational Therapy Assistant program pinning ceremony was held yesterday (Sunday) with nearly 100 people in attendance, despite the cold temperatures. And we will

be holding an associate degree nursing pinning ceremony on Thursday for more than 60 graduates.

Our choir and band performed earlier this month. The choir, directed by Dr. See Tsai Chan, adjunct instructor of music, presented "Dream and Drama" on December 5th. The band, directed by Jason Waddell, professor of music, performed on December 8th.

As part of the Illinois Community Colleges' "Feed the Need" food drive, we collected more than 2,050 food items and 370 hygiene items from October 15th through December 1st — across Springfield and Outreach Center locations. The majority of collections have helped stock LLCC pantries; 360 items were collected in Litchfield for the Montgomery County CEFS Pantry.

Discussed the latest high school penetration rate report.

C. Report from Faculty Senate

Tim McKenzie reported that the Faculty Senate is developing an academic integrity policy addressing AI, which will be submitted to Cabinet for review. He also emphasized the need for greater faculty involvement in classroom construction planning.

David Leitner, read the 2nd statement to the Board of Trustees on the Presidents Search Process:

"First Faculty Senate thanks the Board for seeking stakeholder input on the presidential search process. This is an important step toward transparency and shared governance.

We would like to add three additional feedback and recommendations to strengthen faculty involvement:

- *First are a Faculty-Led Town Hall: The Senate believes the faculty town hall should be organized and led by faculty. This includes selecting a committee, determining the format and questions, collecting feedback and reporting faculty perspectives. The Seante respectfully request the authority to form this committee, so process is faculty-driven from its inception. We suggest similar considerations for staff town halls.*
- *Commitment to a National Search: The Senate has heard concerns that the current search may not yield the strongest possible candidate. The Board has stated it will pursue a national search if January interviews are unsuccessful. We urge the Board to remain true to this commitment. Selecting the best candidate – not simply the best among those currently interviewing – is essential. Any perception of compromise could undermine the next president's tenure.*
- *Finally, Earlier Faculty Engagement: For future high-level hiring committees, the Senate asks to be involved in the hiring process earlier before finalists are selected – so faculty input can meaningfully shape the search rather than simply react to it. Early engagement will ensure that faculty perspectives inform the criteria, questions, and evaluation process.*

Faculty care deeply about LLCC and share the Board's vision for excellence. We ask that faculty input be respected and integrated meaningfully into this process. Together we can ensure LLCC remains a model for higher education."

- 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*

Mr. Rosenthal expressed appreciation to Trustees Elmore, Gates, and Enz for their service on the Presidential Search Committee and noted his inability to participate.

- I. Secretary's Report*

Ms. Enz reminded board members that the ACCT Community College National Legislative Summit in Washington DC is in February.

- J. Foundation Report*

Ms. Sanders reminded board members that the Foundation's Annual Gala will be on April 25, 2026.

- 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

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

VI. Executive Session

MOTION NO. 12-15-25-8:

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

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

MOTION NO. 12-15-25-9:

Trustee Gates moved to return to open session at 7:40 p.m. Trustee Holaway seconded.

All members voted aye. PASSED

VII. Actions from Executive Session**MOTION NO. 12-15-25-10:**

Trustee Davis moved to approve the attached personnel items, seconded by Trustee Elmore.

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 adjourned at 7:41 p.m.

Chair Rosenthal

Secretary Enz

MEMORANDUM

TO: Members, LLCC Board of Trustees

FROM: Charlotte J. Warren
President

SUBJECT: Personnel Matters

DATE: December 15, 2025

FACULTY

Angela Gum-Miller, Professor of Mathematics retirement effective 05/15/2026

Thom Whalen, Professor of Art retirement effective 07/22/2026

Approve the continuation of the assignment of Professor Ryan Roberts to serve as the Interim Dean of The Learning Center. This assignment will be effective January 1, 2026, and continue through May 31, 2026. Professor Roberts will be compensated 9 contact hours of overload for this assignment.

Approve the appointment of Sarah Castellanos in the tenure-track position of Nursing Instructor. Sarah received a Master of Science Degree in Nursing Education from Western Governors University. Sarah has almost 8 years of experience in nursing and is currently an adjunct instructor at LLCC. This appointment will be effective January 12, 2026, with placement on Masters, Step 8 of the 2025-2026 faculty salary schedule.

ADMINISTRATOR

Approve a change in salary grade for Curt Robinson. His position, now titled Program Director, Truck Driver Training, was recently evaluated for salary grade placement due to changes in job responsibilities. This position will be placed in salary grade K effective December 16, 2025.