

**MINUTES OF THE FINANCE COMMITTEE MEETING
OF THE HEARTLAND COMMUNITY COLLEGE BOARD OF TRUSTEES
HEARTLAND COMMUNITY COLLEGE
1500 W. RAAB ROAD, NORMAL, IL
COMMUNITY COMMONS BUILDING, ROOM 2100
August 19, 2025
3:30 p.m.**

Members: Josh Crockett, Janet Hood, Tom Whitt, Laura Hughs, Noah Lamb

Others: Becky Ropp-Chair, Board of Trustees; Laura Bergner-Trustee; Keith Cornille-President; Kaitlyn Cope-Program Assistant, Executive Office; Trevor Hoberty-Director, Financial Planning and Analysis; Andy Litwiller-Executive Director, Facilities; Scott Swanson-Senior Project Manager, Facilities; Jd Davis-Director, Purchasing and Auxiliary Services; Joyce Tucker, Controller; Jean Marie Taylor, Distinguished Adjunct Professor; Tammie Schallmo, PMA Securities (virtual)

The Finance Committee meeting was called to order at 3:31 PM by Chair Janet Hood.

PUBLIC COMMENT

None.

FINANCE COMMITTEE MINUTES

Mr. Lamb moved to approve the minutes from July 21, 2025; Ms. Hughs seconded, and the motion passed.

CONSENT AGENDA

Mr. Lamb discussed the newly-added Lease Agreement document with the Finance Committee. Discussion ensued.

Mr. Whitt moved to approve the consent agenda; Mr. Crockett seconded. The motion was approved.

DISCUSSION ITEMS

7.1. Capital Finance Strategy (PMA)

Ms. Schallmo presented. She explained the way the College issues bonds and how it affects our debt capacity and capital finance strategy.

7.2. Strategic Budget Update

Mr. Lamb and Ms. Hughs will present at the Board of Trustees meeting. A surplus is currently projected for FY2025 and a deficit is projected for FY2026. Mr. Lamb stated that we will be working towards a balanced budget by the September Board meeting.

7.3. Project Labor Agreements (PLA)

Mr. Cornille presented on an intended exploration of a Project Labor Agreement. This would establish policies as part of our purchasing and contracting process for any contractor for projects over a certain dollar value. More information will be presented to the Board in the coming months. Discussion ensued.

7.4. Professional Services: Architect/Engineering

Mr. Lamb presented. Multiple firms submitted proposals, four were interviewed, and the committee chose to recommend two. The two “pre-approved” vendors recommended were Farnsworth Group and Design Mavens Architecture. Both firms are local (Farnsworth is also semi-national) and Design Mavens is a women-owned business. We will continue working with Demonika Kemper Architecture on pre-existing projects. Discussion ensued.

7.5. Employee Insurance Update

Mr. Lamb presented. Twenty-four employees moved from the PPO to the HSA plan during open enrollment. The second open enrollment occurring in October/November will still allow employees to move to the HAS plan while still allowing for HSA seeding. Discussion ensued.

7.6. Audit Update

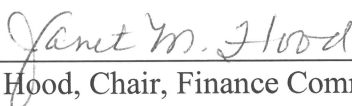
Mr. Lamb presented, also introducing and warmly welcoming Ms. Tucker as the new Controller. The College is in the process of providing documents (over 200 requested so far). The presentation timeline has been moved back one month due to constraints. Discussion ensued.

7.7. Project Closeouts

Mr. Lamb presented. Discussion ensued related to project closeouts for (7.7.1.) ICB Science Labs Renovation Phase I; (7.7.2.) WDC Student Services Renovation Phase I; (7.7.3.) PPB Loading Dock Ramp Removal; (7.7.4.) Landscaping Upgrades Phase I; (7.7.5.) WDC Welding Lab Remodel; and (7.7.6.) Water Main Loop Extension.

ADJOURNMENT

Mr. Whitt moved to adjourn the meeting; Mr. Crockett seconded, and the motion passed. The meeting was adjourned at 4:49 PM.


Janet Hood, Chair, Finance Committee


Thomas Whitt, Member, Finance Committee