

FOX VALLEY CAREER CENTER
BOARD OF DIRECTORS' MEETING MINUTES
WEDNESDAY, November 7, 2018

A. CALL TO ORDER

Dr. Leden called the meeting to order at 8:20 am

B. ROLL CALL

Drs. Hichens, Leden, Mutchler, Stirn & Mr. Veit present. Dr. Campbell from East Aurora also attended. Dr. Burchell, FVCC Director, acted as secretary.

C. ESTABLISHMENT OF QUORUM

Yes – 5 of 6 Board members present

D. APPROVAL OF AGENDA

Motion (Leden/Hichens) 5-0

E. CONSENT AGENDA--RECOMMENDED MOTION

Motion (Stirn/Leden) 5-0

1. Approval of Minutes—Sept. 5, 2018
2. Approval of Donations

The current donations including \$1,500 from the Sugar Grove Fire Fighters Auxiliary Association (SGFFAA) and \$8,500 from the Technology & Manufacturing Association (TMA).

F. OLD BUSINESS

1. C.E.O. Conference Report
2. Small World Learning Center staffing and finance update

Highlights from the C.E.O. Conference in October were shared. The director also discussed continuing staff shortages and financial concerns in the Small World Learning Center. After a discussion of possible options to address the situation, the Board expressed some interest in possibly closing the Infant room and moving the remaining staff to the preschool room. The preschool room is more cost effective and easier to staff. This would also give the daycare a final opportunity to become self-sufficient before a decision to close the entire facility. **The Board directed the FVCC director to continue to keep them informed and to attend a special FVCC Board meeting on January 9, 2019 for deciding on a course of action for SWLC for FY20.**

G. NEW BUSINESS

1. Tuition Language – Should we change the language?
2. FY 20 – Cyber Security class to added next year
3. HVAC Pilot Update
4. Proposed FY20 Kaneland Building Usage Fees

The director provided an HVAC pilot status report. He shared the course description for the proposed Cybersecurity class with the Board as well. The director also shared FY20 Kaneland building usage fees with the Board.

There was a discussion regarding the tuition language and timeline outlined in the Board policy. The language is causing some confusion in the Business offices of member districts. **The Board moved to eliminate the estimated tuition bill and send only one invoice with the final 11th day costs. This change will take place beginning with the second semester in January.**

Motion (Mutchler/Hichens) 5-0

H. ANNOUNCEMENTS & OTHER ITEMS

1. Students of the Month List
2. Sycamore Pumpkinfest Parade – Oct. 28, 2018
3. Valley Industrial Association tour – October 31, 2018
4. FVCC Open House – Nov. 8, 2018
5. Home School Student Services meeting – November 15, 2018
6. Horticulture Flower Subscriptions
7. Pride Wear offerings – Initial planning for 50th Anniversary

The director summarized the announcements and highlighted coming events and meetings. No action was necessary.

I. REMAINING MEETING DATES 2017-2018

- **January 9, 2019 – Special Meeting**
- **March 6, 2019**
- **May 1, 2019**

J. ADJOURNMENT

Motion (Mutchler/Hichens) 5-0 @ 9:02 am