**SOUTHERN ILLINOIS COLLEGIATE COMMON MARKET (SICCM)**

**BOARD OF DIRECTORS**

**BOARD MEETING**

**Minutes**

**September 24, 2019 SICCM Conference Room**

**Call to Order:** Chairman Brad Colwell called the SICCM Board Meeting to order at 10:09am in the SICCM Conference Room.

**Roll Call:** Members present were:

Brad Colwell, SIU Edwardsville

Ron House, John A. Logan College

Kathleen Curphy, Shawnee Community College

**Absent:** John Dunn, SIU Carbondale

**Others Present:** Pam Gibbs, SICCM

**Comments from**

**the Public:**  No Comments

**Approval of**

**Consent Agenda:** Interim Director Gibbs recommended approving the Board meeting minutes of the May 28, 2019 meeting, financial reports, ratification and payment of bills. Ron House made a motion to approve the consent agenda; seconded by Kathleen Curphy. On a roll call vote, all voted yes.

**CFO Report:**

Interim Director/CFO Gibbs provided financial reports which were reviewed by the Board and included the following updates:

* OTA A/C unit was replaced August 2019 in the amount of $3,993.
* The SICCM Server will need to be replaced due to software no longer being supported after January 2020. The current server cannot be upgraded to work with the newer software.
* The FY annual audit is scheduled as follows:
  + Preliminary Fieldwork – Week of September 30th
  + Remaining Fieldwork – Week of October 14th

Members asked questions of clarification.

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**Interim Executive Director Report:**

Interim Director Gibbs provided updates on the following items:

* FY20 Grant Agreements have all been signed.
* Insurance renewal is in process.
* MLT Program Accreditation – The Self Study was submitted September 27, 2019. We anticipate a Spring 2020 site visit.
* SICCM Enrollment/Recruitment – Staff continue to work on various areas in promoting the SICCM programs.
* The next SICCM Board Meeting is scheduled for December 4, 2019, 10:00am, SICCM Conference Room.

**Old Business:**

1. **None**

**New Business:**

1. **Change in Status of Grants Administrator Assistant – T. Meyers Part-Time to Temporary Full-Time.**

Ron House made a motion to change the status of Tiffany Meyers from Part-Time to Temporary Full-Time; seconded by Kathleen Curphy. On a roll call vote, all voted yes.

1. **SICCM Bylaws Revision**

Ron House made a motion to approve the revised SICCM Bylaws; seconded by Kathleen Curphy. On a roll call vote, all voted yes.

1. **Fiscal Year 2020 Remaining Board Meeting Dates**

The Board Meeting Dates have been rescheduled as follows for the remaining part of Fiscal Year 2020:

* **December 4, 2019** (Rescheduled from November 26, 2019)
* **January 21, 2020** (Rescheduled fromJanuary 28, 2020)
* **March 17, 2020** (Rescheduled fromMarch 24, 2020)
* **May 19, 2020** (Rescheduled fromMay 26, 2020)

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**Motion for**

**Executive Session:** The Board did not go into Executive Session

**Adjournment:** The next regularly scheduled Board meeting is scheduled for December 4, 2019, SICCM conference room, 10:00 am.

There being no more business, a motion was made by Ron House to adjourn the meeting; seconded by Kathleen Curphy. The motion was unanimously approved. Meeting was adjourned at 11:20am.

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Chairman – Dr. Brad Colwell

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Secretary – Pam Gibbs