

**SOUTHERN ILLINOIS COLLEGIATE COMMON MARKET (SICCM)
BOARD OF DIRECTORS – MONTHLY BOARD MEETING
Meeting Minutes
January 22, 2024 @ 1:00pm**

Call to Order: Dr. Kirk Overstreet called the SICCM Board Meeting to order at 1:10pm.

Roll Call: Dr. Kirk Overstreet, John A. Logan College
Dr. Tim Taylor, Shawnee Community College (zoom)
Dr. Brad Colwell, SIU Edwardsville (zoom)
Dr. Austin Lane, SIU Carbondale (absent)

Others Present: Alisha Newton, SICCM
Carrie Smith, SICCM
Brad McCormick, Consultant

Comments from the Public:

- None

Financial Reports:

- DCFS Billing and Payment Updates given by Carrie Smith. (see attached)
- DHS Billing and Payment Updates given by Carrie Smith. (see attached)
- SICCM Financial Report as of 12/31/23 given by Carrie Smith. (see attached)

Consent Items:

- Motion made by Dr. Taylor to approve the November 27, 2023 Meeting Minutes; motion seconded by Dr. Colwell. Motion carried.
- Motion made by Dr. Taylor to approve the contracts for JE Boyd Consulting, LLC and BeMac Consulting, LLC effective 1/1/24 thru 12/31/24; motion seconded by Dr. Colwell. Motion carried.

Discussion Items:

- Progress updates were presented by Brad McCormick and Jean Ellen Boyd. (see attached)
- FY23 Audit Update presented by Carrie Smith: onsite audit held December 4th and 5th, 2023; the auditors had some trial balance work to complete after onsite visit; based on most recent update from Kemper, the audit is set to complete the end of January to first part of February, 2024.
- Surplus disposal presented by Brad McCormick: explanation of current status of surplus and the progress made; SICCM disposal policy is being followed; surplus will be posted on govdeals.com.
- Records Retention Policy & Records Destruction: SICCM policy is being followed; waiting on response from UDSA granting agency; DHS and DCFS grating agency

policies have been confirmed and are being followed; discussion will need to be had concerning storage after closure; Shred-it will be used for destruction.

Executive Session:

- Motion made by Dr. Overstreet to go into Executive Session pursuant to Section 2(c)(3) of the Open Meeting Act; motion seconded by Dr. Taylor. Motion carried. Board went into Executive Session at 1:35pm.

Open Session:

- Motion made by Dr. Taylor to reopen the public meeting; motion seconded by Dr. Colwell. Motion carried. Board meeting reopened at 1:57pm.

Action Items:

- Motion made by Dr. Taylor to approve the Transfer of Restricted EST Funds to the General Operating Fund; motion seconded by Dr. Overstreet. Motion carried.
- Motion made by Dr. Taylor to approve the resignation of Grants Accountant/Acting CFO; motion seconded by Dr. Overstreet. Motion carried.
- Motion made by Dr. Taylor to table the approval to Transfer Records from ESL to ICCB pending additional information; motion seconded by Dr. Overstreet. Motion carried.

Announcements/Information:

- The next SICCM Board Meeting is scheduled for February 26, 2024 at 1:00pm.

Adjournment

- Motion made by Dr. Overstreet to adjourn the meeting; motion seconded by Dr. Taylor. Motion carried. Meeting adjourned at 2:00pm.

Brad Colwell

Dr. Brad Colwell, Board Chairman

Alisha Newton

Alisha Newton, Secretary (proxy for Pam Gibbs)