

**SOUTHERN ILLINOIS COLLEGIATE COMMON MARKET (SICCM)
BOARD OF DIRECTORS – MONTHLY BOARD MEETING
Meeting Minutes
October 30, 2023 @ 8:30am**

Call to Order: Board Chair Colwell called the SICCM Board Meeting to order at 8:33am.

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

Others Present: Alisha Newton, SICCM
Carrie Smith, SICCM
Jean Ellen Boyd, Interim Executive Director
Brad McCormick, Consultant

Comments from the Public:

- None

Financial Reports:

- DCFS Billing and Payment Updates given by Alisha Newton. (see attached)
- DHS Billing and Payment Updates given by Alisha Newton. (see attached)
- SICCM Financial Report as of 8/31/23 given by Alisha Newton. (see attached)
 - Motion made by Dr. Taylor to approve DCFS, DHS, and SICCM Financial Reports; motion seconded by Dr. Overstreet. Motion carried.

Consent Items:

- Motion made by Dr. Taylor to approve the September 18, 2023 Meeting Minutes; motion seconded by Dr. Overstreet. Motion carried.

Discussion Items:

- Progress updates were presented by Brad McCormick and Jean Ellen Boyd. (see attached)
- FY23 Audit Update presented by Carrie Smith: all audit items requested have been sent and the onsite audit has been scheduled for November 7, 2023.

Executive Session:

- Motion made by Dr. Taylor to go into Executive Session pursuant to Section 2(c)(3) of the Open Meeting Act; motion seconded by Dr. Overstreet. Motion carried. Board went into Executive Session at 8:50am.

Open Session:

- Motion made by Dr. Taylor to reopen the public meeting; motion seconded by Dr. Overstreet. Motion carried. Board meeting reopened at 9:22am.

Action Items:

- Motion made by Dr. Taylor to approve recommendation of commercial real estate broker pending review by legal counsel; motion seconded by Dr. Overstreet. Motion carried.
- Motion made by Dr. Taylor to approve the hire of new Grant Administrator Assistant; motion seconded by Dr. Overstreet. Motion carried.
- Recommendation by Dr. Taylor to table approval of adjunct faculty contracts/compensation. Motion made by Dr. Overstreet to table approval of adjunct faculty contracts/compensation; motion seconded by Dr. Taylor. Motion carried.
- Motion made by Dr. Taylor to approve the insurance renewal with Oliver & Associates for educators legal liability and employment practices liability coverage with no change to policy and a premium decrease of 3%; motion seconded by Dr. Overstreet. Motion carried.

Announcements/Information:

- Next SICCM Board Meeting has been moved to November 27, 2023 @ 1:00pm due to the originally scheduled meeting being the week of Thanksgiving.
- New grant staff introductions; Carrie Smith (Grants Accountant/Acting CFO), Ronda Koch (Grants Administrator), Phillip Wallen (Grants Administrator Assistant), Tyson Faulkner (Grants Administrator Assistant).
- New grant staff progress updated were given by Ronda Koch (DCFS grant updates) and Phillip Wallen (DHS grant updates).

Adjournment

- Motion made by Dr. Taylor to adjourn the meeting; motion seconded by Dr. Overstreet. Motion carried. Meeting adjourned at 9:48am.

Brad Colwell

Dr. Brad Colwell, Board Chairman

Alisha Newton

Alisha Newton, Secretary (proxy for Pam Gibbs)