

**MINUTES OF THE FINANCE COMMITTEE MEETING
OF THE HEARTLAND COMMUNITY COLLEGE BOARD OF TRUSTEES
HCC Pontiac, Room 220
211 E. Madison, Pontiac, IL
Tuesday, March 24, 2026
3:30 PM**

Members: Janet Hood (Chair), Joshua Crockett, Thomas Whitt, Laura Hughs, Noah Lamb

Others: Rebecca Ropp-Chair, Board of Trustees; Laurie Bergner-Trustee; Mary Campbell-Trustee; Angell Howard-Trustee; Aemun Lopeyok-Student Trustee; Keith Cornille-President; Joyce Tucker-Controller; Melanie Fata-Executive Director, HR; Andy Litwiller-Executive Director, Facilities; Amy Pawlik-Associate Vice President, Enrollment and Student Services; Jean-Marie Taylor-Distinguished Adjunct Professor; Trevor Hoberty-Director, Financial Planning & Analysis; Sara McKenna-Principal Auditor, Wipfli

The Finance Committee meeting was called to order at 3:30 PM by Chair Janet Hood.

PUBLIC COMMENT

None.

FINANCE COMMITTEE MINUTES

Mr. Crockett moved to approved the minutes from February 17, 2026 as presented; Mr. Lamb seconded; motion passed.

Monthly Educational Information: Project Labor Agreement

Mr. Lamb provided an overview of the proposed Project Labor Agreement (PLA) designed to standardize working agreements with skilled trade unions. Developed by J.D. Davis, Director of Purchasing & Auxiliary Services, the draft was modeled after agreements used by the Town of Normal, City of Bloomington, and McLean County. Discussion ensued.

The agreement has undergone legal review and will be presented to union leadership at the end of March. A finalized version will be brought before the full Board for approval in the coming months.

CONSENT AGENDA

Mr. Crockett moved to approve the Consent Agenda as presented; Mr. Whitt seconded; motion passed.

DISCUSSION ITEMS

HCC Lincoln Lease Renewal (Oral)

Mr. Lamb presented a discussion of the Lincoln Center lease with the LNI Building. The renewal would constitute a 5-year lease in the space. A 9.6% increase in costs will be assessed in the first year of the agreement, with a 0% increase to come in the subsequent four years. Discussion ensued.

Bid Approvals: WDC Phase III & PPB Storage Building (Oral)

Mr. Lamb presented two bids for approval. The WDC Phase III will renovate spaces for Enrollment Services, Adult Education, and HALO; while also creating a newly designed Welcome Center, an additional elevator, and other final updates to the Student Center space. The lowest qualified bidder was PJ Hoer at \$6.6M, including a 10% contingency and this is considered a deferred maintenance project. The Physical Plant Building will provide additional storage space for maintenance materials and equipment. The lowest qualified bidder was CAD construction at \$490,000. They are a BEP vendor. Discussion ensued.

Purchase Approvals: CDL/WDC Air Handler (Oral)

Mr. Lamb presented. The purchase will supplement an Air Handler to support HVAC operations in both CDL and WDC buildings. The cost of the equipment will come to \$315,000, with the primary funding source coming from PHS funds. The purchase will be made from Thermo Systems, as identified through the OMNIA Coop. Discussion ensued.

Project Approvals: ICB Corridor Project (Oral)

Mr. Lamb & Mr. Litwiller presented the project. This is an update of hallways and general spaces in ICB, in step with other recent corridor projects. Updates will include paint, flooring, lighting, and furniture upgrades. The cost is estimated to not exceed \$1.1M, including a 10% contingency and expensed from deferred maintenance funds. ICB is one of the last buildings to receive such an update. Discussion ensued.

JOC Approvals: CLC Flooring & Paint (Oral)

Mr. Lamb presented the Job Order Contract for approval. This is an upgrade to the CLC flooring and paint not managed by the principal project with NASA, including improvements to ADA compliance. The JOC was awarded to Core Construction. The overall cost is estimated to \$1.1M, to be covered by deferred maintenance.

Project Closeouts (Oral)

Mr. Lamb presented eight completed projects including ACEC Exterior Paint project, Ag Complex, CCB/ICB Elevator rebuild, Phase 1 Exterior Paint project, FRC Water Heater replacement, ICN North Ramp, SCB Suite Renovation, and ICB Science Labs Phase 2. The ACEC Exterior Paint project closed under budget. The Ag Complex closed under budget by \$1.4M. The CCB/ICB Elevator rebuild closed under budget by \$43,000. The Phase 1 Exterior Paint project closed \$49,000 under budget. The FRC Water Heater replacement closed \$6,000 under budget. The ICN North Ramp closed \$5,500 over budget. The SCB Suite Renovation closed \$2,800 under budget. The ICB Science Labs Phase 2 closed \$1.3M under budget. Discussion ensued.

FY2027 Budget Preparation (Oral)

Mr. Lamb requested approval to formally proceed with development of the FY2027 operating budget, noting that preliminary work began in November.

FY2027 Strategic Budget Update

In preservation of time, Mrs. Hughs elected to present the full FY2027 Strategic Budget Update at the full board business meeting later in the evening.

FY2025 Final Audit Update (Oral)

Mr. Lamb introduced Sarah McKenna, principal auditor from the Wipfli firm. Ms. McKenna presented an overview of the FY2025 audit. Delays in traditional audit processing link back to federal delays and turnover in the college's finance staff. Audit is nearing completion with final approval to come before deadline at end of month. Wipfli is pleased to offer a clean universal opinion. The Independent audit report

ends in a clean opinion. The State Adult Education audit ends in a clean opinion. The Credit Hour Data audit ends in a clean opinion. The Independent Auditor report includes three material weaknesses over financial reporting relating to trial balance internal controls, bank reconciliation, and capital asset reporting. A corrective action plan has been developed and implemented within the Business Office. The Federal Financial Audit yielded no findings. Discussion ensued.

Employee Benefits Update (Oral)

Mr. Lamb provided an update on the current performance of the college's healthcare plan as well as presented the preliminary BCBS renewal rate for the upcoming year. This renewal is currently proposed as a 19.7% increase in cost over last year. Mr. Lamb presented multiple cost mitigation strategies to be considered for both FY2027 and FY2028. Board opinions for such measure was solicited for the preparation of formal recommendations in the months to come. Discussion ensued.

ADJOURNMENT

Mr. Whitt moved to adjourn; Mr. Crockett seconded; motion passed; meeting concluded at 5:01 PM.



Janet Hood, Chair, Finance Committee



Thomas Whitt, Member, Finance Committee