

**Sauk Valley Community College
February 24, 2020**

Action Item 4.5

Topic: Administrator Resignation – SBDC Director

Strategic Direction: College Health Metric 7 – The College partners with local agencies to encourage the economic development of the region.

Presented By: Dr. David Hellmich

Presentation:

Stacy McCaskill has submitted her letter of resignation effective March 2, 2020, to pursue a business opportunity. Stacy was hired in June 2018 as Director of the Small Business Development Center. She is thanked for her service to our community and the College.

The administration is in active conversation regarding the restructuring of the Small Business Development Center necessitated by Stacy's leaving.

Recommendation:

The administration recommends the Board accept the resignation of Stacy McCaskill effective March 2, 2020.

February 6, 2020

Dr. David Hellmich

Sauk Valley Community College

Dixon, IL 61021

Dear Dr. Helmich,

Please accept this letter as notice of my resignation from my position as Director of the Illinois Small Business Development Center at Sauk Valley Community College. My last day of employment will be March 2, 2020. .

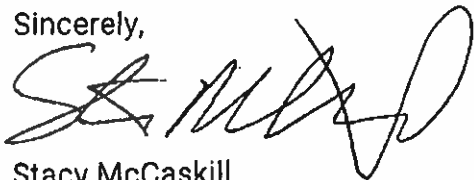
I received an offer to serve as Vice President of Field Operations, Education, and Marketing for Sulcanna located in Hanover, and after careful consideration, I realize that this opportunity is too exciting for me to decline.

It has been a pleasure working with you and the entire Sauk Valley Community over the past two years. One of the highlights of my career was revamping the Illinois SBDC at Sauk Valley. It was exciting to improve our customer facing technology, expand the quality of services delivered to local entrepreneurs and small companies, and achieve triple digit growth. The staff at Sauk Valley was supportive in all our transformation efforts and your steadfast support enabled our success. The Illinois Small Business Development Center at Sauk is well positioned for continued growth and I am confident the Center will continue to provide excellent services to our community for years to come.

I would like to help with the transition of my duties so that our administrative procedures and consulting services continue to function smoothly after my departure. Justin Bergman has been managing all our administrative and reporting requirements for well over a year. He is well prepared to step in as interim Director and I give him my highest recommendation. With Justin at the helm, I am confident there will be no lag in quality or delivery of services to our community.

Thank you again for this amazing opportunity. I will always cherish my time at Sauk Valley Community College.

Sincerely,

A handwritten signature in black ink, appearing to read 'Stacy McCaskill', written in a cursive style.

Stacy McCaskill