

**MINUTES OF A FINANCE MEETING OF THE
BOARD OF EDUCATION FOR
LINCOLNWOOD SCHOOL DISTRICT 74**

September 24, 2007 – 6:10 p.m.

Members Present

Michael G. Davros, President
David Koder, VP/Secretary
Georjean Hlepas Nickell
Richard Ruderman

Members Absent

Paul Langer
Allen Perl
Darlene Fourkas

Also Present: Scott Jackson, Business Manager; Mark Klaisner, Superintendent; Susan Brandt, Assistant Superintendent; Pam Dorband, Administrative Assistant to the Board of Education.

1. *Proposed Finance Committee Schedule: All approved for 7:00 p.m.*

9/24/07; 11/1/07; 11/26/07; 12/17/07; 1/28/08; 2/25/08; 3/17/08; 4/28/08; 5/27/08;
6/23/08; 7/28/08; 8/25/08; 9/22/08; 10/27/08; 11/24/08

2. *Informational Item*

a. Lincolnwood Public Library demolition and construction

Mr. Jackson updated those present on the Lincolnwood Library's plans to construct a new parking area on the property just north of the library where they have purchased the home for this purpose.

3. *Items for Review*

a. Communication Center Budget

→ The anticipated budget of 6.5 million dollars plus .5 for a total of 7 Million total for construction and appointments has been used in connection with the proposed Communication Center.

→ An original figure of six million (which was included in the District budget). However, as the scope of the project increased this figure no longer applied.

→ The variation from 6 to 7 million dollars was explained by Mr. Jackson due to design changes and the specific additions that were included in the plans.

→ Member Nickell stated that the District should anticipate a cost of \$250 per square foot.

→ Member Nickell encouraged the committee to consider hiring of a Project Manager to oversee any building project.

→ Attempt to compile costs of maintenance as well HVAC, etc. so the Board has an idea of the anticipated expenses. (There could be some savings by building a "green building".)

- In the event a Communication Center is not built, a new needs assessment would be important to determine what needs would be required. One critical issue would be the HVAC and electrical of the administration Building.
- One consideration would be to add on to the existing garage and add additional office space.
- It should be noted that some cost savings was realized when the equipment from Net 56 (computer maintenance and services company) was brought back to District 74. The contract with Net 56 was dissolved due to their taking on additional Districts, and District 74 did not receive the needed services.
- Future plans for the Communication Center may need to be postponed in an effort to allow the Board additional time to pursue other options.
- All options need to be explored rather than definitely going ahead with the construction of a new building. It is possible that a more creative use of the existing space within the current building, other buildings on campus, or off site is possible.
- The Committee directed Mr. Klaisner to add a Committee of the Whole Meeting to the Tuesday October 2, 2007 agenda at 6:30 p.m.
- The Committee requested additional information on the proposed communication center or retrofitting the current administration building.
- The concern of land utilization and loss of green space was discussed as well as land locking the District for the future.
- The Committee felt it important to determine what firm will service the District in relationship to the sale of the bonds – this will be discussed with Dan Denys.

b. Life Safety Balance

- Mr. Jackson explained the Life Safety and Fund Balances and how they are committed for future use.

4. *Financial advisory committee*

The Committee stated their desire to reinstating the original 9 person committee (it is possible that one person will not be available). Richard will contact the previous members to determine if they would be interested in participating. Richard will coordinate with Scott on dates/times, etc. Member Ruderman served on that committee and will be the liaison to the Board.

5. *Life Safety / 5 year Facility Plan*

Mr. Jackson presented documents from the architect; that included violations, what should be done, as well as maintenance that can be delayed.

In addition there is a compilation of items that Jim Caldwell, Building and Grounds Director, addressed for considerations by the Board.

6. *Bus Update*

Member Nickell stated that it was her belief that video cameras were installed in the buses under the Alltown Contract. She was unsure if the District owned those cameras and if that was true then the equipment should be returned to District 74. Scott was directed to contact Alltown to find out the status of the equipment.

Member Koder strongly suggested that Positive Connections (Bus Company) come to the Board Meeting and answer questions related to service.

Scott explained that issues continue to plague the District and he noted that 6 bus drivers have quit. The high school also continues to also be plagued as does District 807 (NTDSE).

The Committee strong recommended that bus problems need to be documented. Scott explained that a log is currently being kept.

In the future it was noted that advertising, by sending notices to residents, for drivers is not recommended.

With the upcoming winter months there was concern about Positive Connections equipment being in good order and consideration of requesting maintenance records should be considered.

The Committee adjourned 8:10 p.m.

Scribe: Pam Dorband, Administrative Assistant to the Board of Education

Michael G. Davros, President

David Koder, VP/Secretary