

**MINUTES OF THE JOINT SPECIAL MEETING - FINANCE COMMITTEE AND BUILDINGS AND GROUNDS COMMITTEE, OF THE BOARD OF EDUCATION, DISTRICT 92½, COOK COUNTY, WESTCHESTER, ILLINOIS, HELD IN THE WESTCHESTER MIDDLE SCHOOL FACULTY ROOM, 1620 NORFOLK AVENUE, AT 6:30 P.M., ON MONDAY, MARCH 13, 2017.**

I. The Joint Special Meeting – Finance Committee and Buildings and Grounds Committee, of the Board of Education of School District 92½, Westchester, Illinois, was held in the Westchester Middle School Faculty Room, at 1620 Norfolk Avenue, on Monday, March 13, 2017, commencing at 6:37 p.m.

I.A. ROLL CALL: Finance Committee - On the call of the roll the following Finance Committee members were found to be present: Chairman Donald Slager, Members Carolyn Wilhight and Dennis Gress (Interim Director of Finance and Operations/CSBO). Members Zachary Bradford and Dr. Michael Dziallo (Superintendent) were absent at the call of the roll. Guests: None.

Buildings and Grounds Committee - On the call of the roll the following Buildings and Grounds Committee members were found to be present: Members Donald Slager, Carolyn Wilhight and Dennis Gress (Interim Director of Finance and Operations/CSBO). Chairman Otis Randle and Member Dr. Michael Dziallo (Superintendent) were absent at the call of the roll. Guests: None. Mr. Slager was designated as Chairman Pro-Tem for tonight's meeting.

I.B. APPROVAL OF THE AGENDA: A motion was made by Mrs. Wilhight, seconded by Mr. Slager, that the Agenda be approved. When the question was called, the vote was taken with the following results: 3 Ayes, 0 Nays; 2 Absent. The Chairman declared the motion carried.

II. AUDIENCE COMMENTS: None.

III.A. APPROVAL OF THE FINANCE COMMITTEE MEETING MINUTES OF FEBRUARY 6, 2017: A motion was made by Mr. Gress, seconded by Mrs. Wilhight, that the minutes of the February 6, 2017 Finance Committee meeting be approved as written. When the question was called, the vote was taken with the following results: 3 Ayes; 0 Nays; 2 Absent. The Chairman declared the motion carried.

III.B. APPROVAL OF THE BUILDINGS AND GROUNDS COMMITTEE MEETING MINUTES OF FEBRUARY 6, 2017: A motion was made by Mrs. Wilhight, seconded by Mr. Gress, that the minutes of the February 6, 2017 Buildings and Grounds Committee meeting be approved as written. When the question was called, the vote was taken with the following results: 3 Ayes; 0 Nays; 2 Absent. The Chairman Pro-Tem declared the motion carried.

IV. DISCUSSION ITEMS WITHOUT ACTION:

## A. Summer 2017 Capital Projects Discussion

1. Mr. Gress presented to the committees the final architectural plans from Legat Architects for the mantraps in each of the three school buildings. Mr. Gress informed the committees that he presented the plans to the building principals, secretaries and maintenance teams for their feedback.
2. Mr. Gress presented a sample of a noise control panel that Legat is proposing to be installed on the ceiling of the WMS gymnasium. The committees requested that Mr. Gress have Legat price out this option as well as the original plan of installing noise control panels on the walls.
3. Mr. Gress shared the anticipated timeline for the bid process.
4. Mr. Gress informed the committees that a number of the new light fixtures in the WMS gymnasium have had to be replaced. Currently they are under warranty and the contractor has been responsive to fix them. The committees asked Mr. Gress to check with both Legat and the contractor about the repair/replacement costs after the warranty expires.

## B. Review of Financial Reports for February 2017:

1. Revenue Received to Date: Year-to-date revenue received should be at least at 66% of budget to be on track with the budget. Revenue has started to arrive from the March 1 Cook County property tax installment and should continue for the next two months.
2. Mr. Gress informed the committees that it was discovered that invoices related to eRate reimbursements were not filed for 2015-2016, but he was able to submit them just in time before the cut-off date. The District will be getting approximately \$27,000 from eRate.
3. Expenditure Listing: Several line items on this report were questioned and discussed for clarification.
4. Encumbrance listing: Several line items on this report were questioned and discussed for clarification.
5. New Grant Opportunities/Grants Received: The committees were given a report showing the Title grants awarded for 2016-2017 (\$262,763) and expensed through February 28, 2017 (\$107,593).

V. OTHER ITEMS OF INTEREST:

- A. Communication Goal: None presented.

VI. ADVANCED PLANNING: The next Joint Special Meeting Committee meeting is scheduled to be held at the Westchester Middle School, beginning at 6:30 p.m., on April 10, 2017. The Custodial Staff Appreciation Dinner is scheduled at 6:00 p.m. on March 27, 2017 at Giordano's in Westchester.

VII. ADJOURNMENT: The Finance Committee meeting was adjourned by consensus at 8:02 p.m.

The Buildings and Grounds Committee meeting was adjourned by consensus at 8:02 p.m.



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Donald A. Slager

Buildings and Grounds Chairman Pro-Tem

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Donald A. Slager, Finance Chairman