



**MINUTES FOR THE BUILDING AND FINANCE COMMITTEE MEETING OF THE BOARD OF
EDUCATION OF KENILWORTH SCHOOL DISTRICT NO. 38, COOK COUNTY, ILLINOIS IN THE
FACULTY HALL CONFERENCE ROOM AT 542 ABBOTSFORD ROAD, KENILWORTH
THE 12TH DAY OF SEPTEMBER 2019**

Mr. Stephen N. Potter called the meeting to order at 8:30 a.m. Upon roll call, the following Committee members answered as being present: Mr. Stephen N. Potter, and Mr. John Gottschall. Mrs. Mia Casey Sachs was absent.

Also present were, Mr. Evan Lukasik, Board of Education President and Dr. Crystal LeRoy, Superintendent/CSBO and Ms. Beatrice Bocean-Silva and Jonathan Brandt, representatives of the District's investment provider, PMC.

PUBLIC COMMENT

There was no Public comment.

OLD BUSINESS

Presentation of 2019-2020 Cash Flow

The Committee met with representatives of PMC, Ms. Beatrice Bocean-Silva and Mr. Jonathan Brandt to review the cash forecasting, investment management processes and servicing arrangements currently in place. The representatives responded to the committee members' follow up questions regarding risk and collateral management processes and the pricing associated with the investment process. The Committee found the firm and its representatives professional, knowledgeable, service-oriented and to be a good fit for the District's needs. The committee agreed that Mr. Steve Potter would meet in December with the District's primary bank, ByLine Bank, with which the District also maintains a large, collateralized average deposit balance.

Ms. Beatrice Bocean-Silva and Mr. Jonathan Brandt departed the meeting.

Discussion of 2019-2020 Final Budget

The committee reviewed the proposed budget presented at the August Board of Education meeting once more, and recommended no changes. The committee also discussed the sizable budget for Capital and agreed that it was appropriate for the funds that will be required as the District begins increased Capital Spending during the second half of the Fiscal Year.

Building Tour and Discussion of Capital Projects List



THE JOSEPH SEARS SCHOOL

Kenilworth School District No. 38 Board of Education

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Dr. LeRoy and Mr. Moris Quijada, Building and Grounds Director, conducted a tour for the committee of the school building and the Village House, with a focus on near term deferred maintenance needs. Several projects were identified for the coming year, including the gym wall, rebuilding stairs and the storage area near the Wood Shop, Kindergarten bathrooms, the removal of an old boiler, lockers and installing a new HVAC system. These projects will be considered in the context of the DLA Study that will be done over the next few months.

Mr. John Gottschall departed the meeting.

Discussion of Master Facilities Plan Next Steps

The committee discussed a Request for Proposal (RFP) to DLA for Master Facilities Review. We discussed the timing and expected output of the DLA Study. We should receive their proposal by September 15. Mr. Evan Lukasik will meet with them in advance of hiring them to insure that they deliver what is expected. The committee will ask for their recommendations with and without the Village House as part of the solution. The committee would expect to receive a draft of their recommendations by December 15, with formal drawings to follow in early January. The committee discussed plans to establish a revised Master Facilities Plan in January and begin to bid out appropriate new projects in winter, 2019, for implementation in late spring, 2020.

Discussion of Village House

The committee discussed the Village House Project, including both the likelihood of the project gaining sufficient funding from the community, and the estimated financial value of the project to the school district. These topics will be a primary area of discussion with the full Board over coming months.

NEW BUSINESS

There was none.

FUTURE AGENDA ITEMS

The committee discussed future meeting agenda topics including plans for the Superintendent transition and preparation of the 2020-2021 budget. The committee will spend time reviewing all of the District's financial processes and budget processes to insure effective continuity through the transition to the anticipated new business management structure in 2020-2021. The committee anticipates they will present the 2020-2021 budget to the Board in the May-June timeframe.

PUBLIC COMMENT

RESPONSIBILITY, KINDNESS, HONESTY, RESPECT



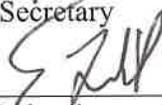
There was none.

ADJOURNMENT

There being no further business, Mr. Potter moved to adjourn the meeting at 11:20 a.m. Mr. Evan Lukasik seconded the motion.

The meeting adjourned at 11:20 a.m.

Attest for Distribution: 
Deborah Keegan, Secretary

Approved: 
Evan Lukasik, President

ATTEST: 
Deborah Keegan, Secretary