

Finance Committee Meeting
Tuesday, October 6, 2020 || 4:00 PM
Keil Building || Third Floor Conference Room

Members Present: Dan Oakes; Beth Nolan; Todd Covault; Paul Fregeau; and Jeff Dase

Others Present: Denise Swarthout; Deanne Hillman; Andrew Taylor; Mary Ann Schloz; Michelle Dixson; Beth Creighton; Michelle Mitchell; Regan Lewis; and Kendall Briscoe (via telephone)

The meeting was called to order at 4:00 PM. Meeting attendees were reminded that Public Participation is the only time non-committee members are able to participate. There was no public participation. Minutes from the September 1, 2020 meeting were approved by acclamation.

Budget Control Group Quarterly Report

- Committee members were provided the Education Fund Expenditure by Budget Control Group document as of September 2020
- It was noted that the Information Technology (IT) budget has spent 72% of their budget
 - Funds were expended from the IT budget that need to be moved to CARES Act (ESSER)
- Committee member Nolan stated that buildings not spending their budgets will not be tolerated this year

Outdoor Cooler Bids

- District received a generous gift from The Howard G. Buffett Foundation to pay for permanent outdoor cooler/freezers currently used for cold food storage for prepackaged meals that are delivered to students homes
- Bids will open Friday, October 9th
- Approval of bid will be presented to the Board on October 13th for consideration of approval

Food Service – National School Lunch Amended Rates

- District participates in National School Lunch Program (NSLP)
- District receives federal reimbursements for each child who receives a qualified meal at the Point of Service
- USDA authorized Districts to move from the NSLP to the Summer Feeding Program due to increased costs
- Amended contract will be presented to the Board on October 13th for consideration of approval

Stephen Decatur Middle School Auditorium Seating

- District received a gracious gift from the James Millikin Estate Trust for replacement seating of Stephen Decatur Middle School Auditorium Seating
- There was a miscount on seating; therefore, the differential between the bid and the actual cost (\$7,989.02) will be picked up by District Funds
- Bid results will be presented to the Board on October 13th for consideration of approval

Application for Health Life Safety (HLS) Amendments

- Demolition of old Johns Hill building
 - Upon approval by the ISBE the District would be able to pay for the associated costs from HLS funds (not greater than \$743,000)
- Roof at Baum Elementary School
 - Amendment in the amount of \$78,000 was previously approved to fix the roof
 - Work was performed at a cost of \$87,300 fully charged to the HLS Fund
 - Roof repair exceeded the amendment disallowing \$9,300 of the expense to be charged to the HLS fund

- Expense made in a prior year; amendment needs to be submitted to allow the full expense to remain the HLS fund

American Dreamer STEM Academy Project Concept and Authorize Expanded Scope

- Board previously approved an amendment to BLDD for a concept design for approximately \$900,000
- Scope for American Dreamer facility exceeds budget; budget is approximately \$1.4 million
 - Increase also changes the architect/engineer fees
- Amendment to address the change in design scope will be presented to the Board on October 13th for consideration of approval

Design Development Proposals for Roof Projects

- Over the past four (4) years roof projects were paused and a shift was implemented using a warranty to manage roofs
- Warranty process will be discontinued and the Buildings and Grounds Department will return to managing roofs internally
- District plans to return to using Upchurch Group for design of roof projects
- Urgent Small Projects
 - SDMS
 - Parsons
 - Pershing
 - Baum
 - Muffley
 - South Shores
 - Enterprise
 - Dennie
 - Hope Academy
 - MacArthur High School
 - Total estimated project cost of \$94,330
- Major roof issues
 - Cadillac Complex – \$465,000
 - Montessori (Section F) – \$1,100,000
 - Dennis Kaleidoscope – \$174,912
- BLDD will be submitting a proposal for the Montessori project

BLDD – Demolition of Oak Grove

- Facility Committee recommends that Oak Grove be demolished
 - Due to location (highly residential area)
 - Property has \$2 million for immediate needs to the building
- Administration intends to add scope to the Johns Hill demolition project and bid the two projects together
- BLDD will submit a contract amendment that will be presented at the October 13th Board meeting for consideration of approval

Marketing Proposal

- Facility Committee recommends four buildings be marketed (Durfee, Garfield, Stevenson, and Southeast)
- Proposal from Main Place Real Estate provides \$350 per month per property for a term not to exceed two years
- Proposal will be presented at the October 13th Board meeting for consideration of approval

Approval of Substantial Change Orders

- Bid law requires purchases over \$25,000 to be competitively bid
 - Projects over \$25,000 should be brought to the Board for information and consideration
 - Change orders for South Shores, Franklin, Muffley, Parsons, and Johns Hill will be presented at the October 13th Board meeting for consideration of approval

Release of October Checks Early

- Due to the first Board meeting in November being on the first Wednesday of the month (November 4th), Administration will request approval that October checks be released on November 11th
- Business Office would not have adequate time to prepare monthly board report for the November 4th Board meeting
- October checks would be approved retroactively at the November 17th Board meeting

Facility Inventory Recommendation – Administrative Offices Efficiency/Communications

- Facility Committee recommends retaining Administrative Offices (Keil, PDI, Buildings and Grounds and Technical Academy) at their current locations
- No suitable space currently
- Keep an eye out to available properties within the community to combine offices

At 4:40 PM a motion was made by committee member Nolan to move into closed session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body and collective negotiating matters. The motion was seconded by committee member Oakes.

The following individuals were in the attendance during closed session – Beth Nolan (Finance Committee Member/Board of Education President); Beth Creighton (Board of Education Member); Regan Lewis (Board of Education Member); Andrew Taylor (Board of Education Member); Superintendent Paul Fregeau (Finance Committee Member); Dan Oakes (Finance Committee Member/Board of Education Member); Kendall Briscoe (Board of Education Member); Todd Covault (Finance Committee Member); Jeff Dase (Finance Committee Member); and Jennifer Sommer (Assistant to the Chief Operational Officer/Meeting Minute Taker)

For the record, Kendall Briscoe participated in closed session via telephone.

At 4:45 PM Committee member Nolan motioned to return to Open Session, seconded by committee member Oakes.

The role of Decatur Public School District #61 as the Macon-Piatt Special Education District (MPSED) Administrative Agent was discussed. The Board of Education received a letter from the MPSED requesting a response to the weighted vote proposal. Board President Nolan will submit a response to MPSED.

Meeting adjourned at 4:58 PM