Finance Committee Meeting  
Tuesday, August 1, 2017  
Keil Building | Third Floor Conference Room | 4:30 PM

**Members Present:** Todd Covault; Brian Hodges; and Paul Fregeau  
**Members Absent:** Michael Dugan; Bobbi Williams; and Beth Nolan  
**Others Present:** Beth Creighton; Laurie VanNatta; Kay Geskey; Suzanne Kreps; Paula Busboom; Kathy Horath; Phil Tapscott; and Valerie Wells (*Herald & Review*)

The meeting was called to order at 4:30 PM. There was no public participation and the minutes from the July 6, 2017 meeting were approved by acclamation.

**Preliminary Budget**
- Tentative budget by budget control group for 2018 was provided to the committee  
- Funds being held by General Assembly and Governor:  
  - Transportation  
  - Special Education  
  - General State Aid  
  - Early Childhood  
- Budget Differences – Budget FY18 Over/Under Original Budget FY17 was provided to the committee  
  - Document gives snapshot reflective of prior year  
- Preliminary expenditure budget is up $11 million over 2017  
  - Significant shift in how Macon-Piatt Special Education District is handling tuition cost  
- Administration will give a formal budget presentation at August 22, 2017 Board meeting  
- Second Board meeting in September the Board will adopt budget

**Facility Projects Update**
- Harris – Air Conditioning Project  
  - A/C will not be ready until next spring  
- Oak Grove Boiler Replacement – On Schedule  
- Parsons Traffic Circulation and Parking – On Schedule  
  - Ready to put asphalt down – Will take two days  
- Eisenhower – Bleachers / Press Box  
  - Everything in place except steps going up to press box  
  - Getting quotes – Prints going to contractors Tuesday, August 2nd
- Southeast Asbestos Abatement  
  - Should finish abating the asbestos this week  
  - Maintenance will follow installing insulation  
- Johns Hill Asbestos  
  - Administration previously informed Board that District received verbal approval to proceed without the ten day waiting period required by asbestos process  
  - When IDPH received the written request, the waiver was denied  
  - Estimating project will still be done before school starts  
- Hope and Dennis TV Monitors/Apple TV Devices – On Schedule  
  - Installed  
    - Not sure of programming of devices by Technology Department  
  - In process – Oak Grove, French Academy
• **Next – Harris**

**Durfee Cafeteria Tables**
- Arriving Tuesday, August 2nd

**IP Camera Installation**
- Cameras have arrived and are with the vendor (Heart Technologies)
- Currently getting programmed – IP addresses from the District

**TimeClock Device Installation**
- Teaching Assistants (Pilot group at seven school buildings are already installed)
- Effective everywhere else by October 1, 2017
  - Teaching Assistants, Custodians, and Substitute Teachers are priority

**Athletic Field Fencing – MacArthur High School**
- Materials are in
- Install during down time

**Stephen Decatur Middle School Athletic Lockers for Boys**
- Bid opening on August 10th

**Pershing Basin Sinks**
- Not been installed yet
- Phil Tapscott to follow up on issue

**Dennis Playground**
- Climbing wall is in storage at Buildings and Grounds
- Shed needs to be moved

**Move Preparations Update**
- Adult Education
  - Moved out and put materials in storage
- Students Services
  - Moved to what was previously Adult Education
  - Ethernet lines need to be installed
- Reading Recovery Room
  - Materials have been installed

**Water Containing Lead**
- Two (2) internal Maintenance employees assigned to project
  - District hired two (2) Local 137 plumbers
    - Plumbers started last Wednesday
    - 32 certified companies in Illinois that you can send water to have tested
      - 3 week response rate
- Sent sample to Indianapolis (non-Illinois approved)
  - Anticipating response back today (August 1st) to determine if what District is effective
- Administration is hopeful that 75% of the work will be done before school starts

**Bond Process**

- Schedule of events was shared with committee
  - September 12 Board meeting – Approve Resolution of Intent
  - September 14 – Publish Resolution of Intent in *Herald and Review*
    - Begins 30-day petition period
  - October 12th – Publish Notice of BINA Hearing in *Herald and Review*
  - October 24th – Hold BINA Hearing at Board meeting

- Presentation to Board in range of $2.25 million
  - After hearing – Can do less but cannot do more
- Protecting debt service extension rate
Policy/Procedure – Surplus Property

- Auditors questioned the approval process for purchased cell phones
  - Cell phones were purchased off of monthly phone bill
  - Conversation led to disposal of electronic equipment
  - Per Board Policy 4:80 – Anything surplus has to be approved by the Board unless it has diminutive value
  - Proposed recommendations to address current weaknesses in the policy/procedure were shared with the committee
  - Administration will continue to discuss the policy and notify the Board of a recommendation in the near future

Quit Claim Deed

- 20 years ago District sold Grant School (now Robertson Charter School)
  - Sold to Binder Plumbing
  - Robertson Charter School bought property from Binder Plumbing
  - When District sold property there is a one half parcel not included in the closing document
    - District still owns west half of lot three (3)
  - Andrew Chiligiris (Macon County Title) will prepare a Quit Claim Deed for the District at no charge
  - Quit Claim Deed will be taken to Board on August 8th for recommendation of approval

Finance Committee moved into closed session.

Meeting adjourned at 5:35 PM