

**MINUTES OF A MEETING OF THE
BUILDING AND FINANCE COMMITTEE OF THE
BOARD OF EDUCATION, KENILWORTH SCHOOL DISTRICT NO. 38
December 5, 2007**

A meeting of the Building and Finance Committee of the Board of Education of Kenilworth School District No. 38 was held at 7:50 a.m. on Wednesday, December 5, 2007. Members present were: Mrs. Karen Hartman, Mr. Jeff Treiber, Mr. Michael Tempest, and Mr. Chris Williams (by telephone). Also present were Dr. Kelley M. Kalinich, Superintendent, Mr. James A. Mattern, Business Services Consultant, Maura Crisham, Keith Himmelman, Ted Zimmer, and Kerry Leonard from OWP/P, and Michael Rankin from Professional Construction Management. Member Mr. Philip R. de Roziere was absent.

1. **Discussion of Facility Planning with Architect** – Kerry Leonard reviewed several options for construction over the next three summers. Following discussion on the options and a review of the Kasarda Demographic C projections, the Committee determined that the construction for the summer of 2008 should concentrate on MEP infrastructure. The preparation of air conditioning in the auditorium will be based on the use of the present system in the Baker Building. The Committee asked OWP/P to continue investigation of the architectural work that could also be completed at this time.
2. **Discussion of Investment Policy Revisions** – Kelley Kalinich reviewed the progress being made on the review of existing Investment Policies.
3. **Discussion of Investment of Bond Proceeds** – James Mattern presented the Investment Pricing Proposal being sent to firms that may be candidates to handle the investment of bond funds for the District. Proposals will be reviewed by the Committee at their meeting of January 16, 2008.
4. **Review of Bids for Multi-Purpose Room** – A bid tabulation was reviewed that showed Castino Painting as the low bidder for the Multi-Purpose Room project at a price of \$27,650. This project will be funded by the JSSPVA.
5. **Approval of Minutes** – The minutes of November 14, 2007, were approved as amended.
6. **Future Meetings** – The next meeting date is January 16, 2008.

The meeting adjourned at 9:20 a.m.

Respectfully submitted,
James A. Mattern