

THE JOSEPH SEARS SCHOOL

MINUTES OF A MEETING OF THE BUILDING AND FINANCE COMMITTEE OF THE BOARD OF EDUCATION OF KENILWORTH SCHOOL DISTRICT NUMBER 38, COOK COUNTY, ILLINOIS

The Building and Finance Committee of the Board of Education of Kenilworth School District Number 38, Cook County, Illinois, met on the 10th day of December, 2008, at 7:50 a.m., in the Superintendent's Office at The Joseph Sears School, 542 Abbotsford Road, Kenilworth, Illinois. Members present included: Karen Hartman, Susan Rohrman, Jim Mattern, Business Services Consultant, Kelley Kalinich, Superintendent, Kerry Leonard, Maura Crisham, and Keith Himmelman from OWP/P, and Michael Rankin from Professional Construction Management. Members Michael Tempest, Jeff Treiber, and Chris Williams were absent.

1. Discussion with Architect on Summer 2009 Project – Kerry Leonard, Maura Crisham and Michael Rankin reviewed the budget for the 2009 project, the options being considered for the roofing work, the fire separation plans, sun shading for the south exposure of the school, and the scheduling for the project. Bid documents are almost finished and will be made available to contractors on December 29th. Bids will be opened on January 16th. The current economic climate is favorable for seeking bids for the project. A special Board of Education meeting may be needed in January to approve the contracts for this project. The Committee urged that a public presentation be planned to inform the community of the work planned for this summer. The first portion of the Building & Finance meeting on January 14, 2009, will be used by the committee to plan all public events related to the construction as well as a plan for written information.
2. Discussion Regarding Physical Education Facilities – This topic will be placed on a future agenda as no representatives from the Booster Club came to the meeting.
3. Review of Assessment Appeal Procedures – The Committee reaffirmed that the District would not be a party to assessment appeals on residential property, but would join in any township appeal on business/commercial property tax appeals.
4. Approval of Minutes of November 12, 2008 – The minutes were approved as presented.

The meeting ended at 9:40 a.m.

Respectfully submitted by,

James A. Mattern
Business Services Consultant