

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 8th day of April 2009, at 7:50 a.m., in the Faculty Hall Conference Room at The Joseph Sears School, 542 Abbotsford Road, Kenilworth, Illinois. Members present included: Karen Hartman, Susan Rohrman, Jeff Treiber, Chris Williams, Jim Mattern, Business Services Consultant, and Kelley Kalinich, Superintendent. Board candidate Julie Anastos was in attendance. Member Michael Tempest was absent.

1. Review Bids for Summer 2009 Asbestos Abatement – Bid results were shared with the Committee and DEM Services, Inc., is the low responsible bidder at \$49,000 and will be recommended to the Board for approval.
2. Review 2009-2010 Athletic Fees – The Committee reviewed fee data and will recommend to the Board that it make no change in current fees for FY10.
3. Review 2009-2010 Building Rental Rates – The Committee reviewed rental rate data and will recommend to the Board that it make no change in current rates for FY10.
4. Review 2009-2010 Student Fees – The Committee reviewed student fee data and will recommend to the Board that it make no change in current student fees for FY10.
5. Review Financial Projections, Cost Containments and Plan for FY10 Budget Adoption – The administration reviewed the current financial projections through FY20 and discussed the impact of a Levy increase of 0.1% for the 2009 Levy. The Committee reviewed sample spreadsheets that will be used to prepare prudent expenditure reductions for the FY10 Budget. The administration will begin work on this project and share the results at the next meeting. The FY10 Budget will be planned in such a way as to give the Committee maximum time to discuss possible expenditure reductions. The Budget will be presented for final approval in September 2009.
6. Review of Financial Procedures for Board Organization – If there is a change in Board officers following the April 2009 election, new bank signatories will need to be approved. Presently the signatories are the President, the Secretary, and the Treasurer.
7. Review of Application for School Construction Grant – Dr. Kalinich shared information regarding the District's application for funding.

The meeting ended at 8:50 a.m.

Respectfully submitted by,

James A. Mattern
Business Services Consultant