



# **BOARD OF EDUCATION**

## **Finance Committee**

### **Minutes**

**October 19, 2017**

**The Board of Education held a Finance Committee meeting on Thursday, October 19, 2017, at 5:15 p.m. in the Superintendent's Conference Room, 2921 Illinois Road, Wilmette, Illinois.**

**The following members were present:**

**Louise Dechovitz, Vice President**  
**Jamie Taylor**  
**Joel Raynes, Chairman**  
**Sheryl Swibel**  
**Rick Zelinsky, President**

**Name of Presiding  
Chairman  
(Reporting):**

**Joel Raynes, Chairman**

**Also Present:**

**Beth Dever, Chief School Business Official**  
**Dr. Kevin Jauch, Superintendent/Secretary of the Board**

## **DISCUSSION ITEMS**

### **Topic 1: Buildings and Grounds Update**

Chief School Business Official, Beth Dever, informed the Finance Committee of the current status of maintenance and repairs to the Avoca School District buildings and grounds. At Avoca Center, the boilers are working. At Avoca West, work continues to finish the summer projects. At Marie Murphy, boilers will be turned on.

Ms. Dever is sending a notification to be shared with the staff and parents regarding the water testing that took place in 2016 and 2017.

### **Topic 2: FY 2017 Audit**

At this time the Audit is complete and the report has been submitted to North Cook Intermediate Service Center. A representative from Eder, Casella & Co. will be at the November Board of Education Meeting to review the specifics of the Audit.

### **Topic 3: School Fees Schedule**

Ms. Dever gave the committee an overview of the schedule for reviewing and approving school fees. At the November Committee of the Whole (COTW) meeting, the Board will discuss the Preschool tuition fees and approve them at the November Board Meeting. Summer School fees are reviewed at the December COTW and approved at the December Board Meeting. Book, Technology and Transportation Fees are discussed in February. Ms. Dever also indicated that the Board should review the Building Rental Fee.

### **Topic 4: Outsourced Services Review**

Ms. Dever reviewed the current providers the district has contracted with for the following services: Architect; Audit; Bus Leases; Copiers; Food; Night Cleaning; and Technology. The Night Cleaning services will be the next service bid out in FY 18 or 19.

### **Topic 5: Avoca Center Leases**

The last day Arlyn Day School will be in session at Avoca Center is October 25, 2017. They will resume classes on November 7, 2017 in their new facility. They have scheduled movers for October 30<sup>th</sup> and 31<sup>st</sup>. Arlyn is on schedule to be out of the building by November 1<sup>st</sup>. In order for One Hope United to move forward with their new location, they must obtain a special use permit for the building located at Old Glenview road & Wilmette Avenue. The Village will be voting on that permit at its' October 24<sup>th</sup> Board meeting. One Hope United has asked for month to month lease, as they will need to remain in Avoca Center for a couple months beyond the current lease's termination date of December 31, 2017. The district's attorney is working on a month to

month lease to share at the November COTW, which the Board will be asked to approve at the November Board meeting.

**Topic 6: Life Safety and Facilities Priorities and Funding**

In order to gain more understanding regarding the financial scope of some of the projects listed in the updated facilities plan, Ms. Dever will meet with Carrie Mattlock of DLA Architects, which will help the district prioritize the projects. The finance committee will need to hold additional meetings between now and January in order to further prioritize needs and narrow funding options for the Board to consider moving forward.

**Topic 7: Legislative Update**

No report at this time.

---

Board President, Rick Zelinsky

---

Secretary, Kevin Jauch, Ed.D.