

**MINUTES
LASALLE-PERU TOWNSHIP HIGH SCHOOL DISTRICT #120
FINANCE COMMITTEE MEETING
TUESDAY, MARCH 14, 2023, 3:30 P.M.**

CALL TO ORDER

Mr. Matt Merboth, Committee Chair, called the meeting to order at 3:37 p.m.

ROLL CALL

PRESENT: Mr. Matt Merboth and Mrs. Alcorn

By PHONE ACCESS: Mrs. Sally Taliani (called in at 3:40 p.m.)

ABSENT:

OTHERS IN ATTENDANCE: Dr. Steven Wroblewski, Superintendent, Mr. Chris Gibson, Associate Principal for Teaching and Learning, Mrs. Lori Whalen, Business Manager, and Mrs. Jennifer Riva, Board Secretary

REVIEW/APPROVE THE MEETING MINUTES FROM FEBRUARY 13, 2023, COMMITTEE MEETING

MOTION by Mr. Merboth, seconded by Mrs. Alcorn to approve the meeting minutes from February 13, 2023, Committee Meeting as presented. Voting Aye: Mr. Merboth and Mrs. Alcorn. Voting Nay: None. **The motion carried.**

MONTHLY FINANCIALS

Dr. Wroblewski presented the Revenue and Expenditure reports, we are currently 66.7% through the fiscal year. Revenue: 133.51% and Expenditures: 69.97%. Significant increase to Working Cash with bond issuance; will be adjusted when budget is amended. Building Fund interest increased with investments. Operating Funds on target. Mrs. Whalen discussed Cash and Investments as of February 28, 2023, Investment Accounts and Cash Flow; nothing out of the ordinary and healthy gains with bond issuance. Dr. Wroblewski and Mrs. Whalen met with Mrs. Tammy Humpage and Mr. Phil Slevin with Hometown National Bank to outline interest earnings from renovation receipts as funding source for projects.

SCHOOL FEES RECOMMENDATION 2023-2024

Dr. Wroblewski updated the Committee on few changes to the fee structure for 2023-2024. Accounting fees and Record Keeping were eliminated in the Business Division. The Science Division, Sports Medicine Honors course requires a \$25 fee to cover materials. The Social Science Division will add a \$10 fee for the new AP European History course for study guidebooks, and the World Language Division no longer issues workbooks to students thus eliminating all fees.

ACCEPT TO RECOMMEND THE BOARD OF EDUCATION APPROVE SCHOOL FEES RECOMMENDATION 2023-2024 AS PRESENTED

MOTION by Mrs. Alcorn, seconded by Mrs. Taliani to accept to recommend the Board of Education approve School Fees Recommendation 2023-2024 as presented. Voting Aye: Mrs. Alcorn, Mrs. Taliani, and Mr. Merboth Voting Nay: None. **The motion carried.**

NURSE'S OFFICE RENOVATION BID RECOMMENDATION

Dr. Wroblewski informed the Committee on three (3) competitive bids received and recommended to the Board to award the project to Vissering Construction, Streator, IL for \$380,700. Remaining budgeted ESSER III funds will be used to purchase furniture/additional items. Construction will commence the conclusion of the 2022-2023 school year.

ACCEPT TO RECOMMEND THE BOARD OF EDUCATION APPROVE TO AWARD VISSERING CONSTRUCTION, STREATOR, IL FOR THE NURSE'S OFFICE RENOVATION PROJECT FOR \$380,000

MOTION by Mrs. Taliani, seconded by Mrs. Alcorn, to accept to recommend the Board of Education approve to award Vissering Construction, Streator, IL, for the Nurse's Office Renovation Project for \$380,000 as presented. Voting Aye: Mrs. Taliani, Mrs. Alcorn, and Mr. Merboth. Voting Nay: None. **The motion carried.**

TENNIS COURT RENOVATION RECOMMENDATION

Dr. Wroblewski updated the Committee on ISBE's approval of the HLS Amendment and shared the Byrne and Jones proposal. Dr. Wroblewski expressed the importance of maintaining color, specifications, and standards for new courts. Recommended the Board to approve to hire Byrne & Jones Sports Construction, St. Louis, MO through the TIPS Purchasing Cooperative for tennis court repairs for \$801,000.

ACCEPT TO RECOMMEND THE BOARD OF EDUCATION APPROVE TO HIRE BYRNE AND JONES, ST LOUIS, MO, THROUGH THE TIPS PURCHASINGS COOPERATIVE FOR TENNIS COURT REPAIRS FOR \$801,000 AS PRESENTED

MOTION by Mrs. Alcorn, seconded by Mrs. Taliani, to accept to recommend the Board of Education approve to hire Byrne & Jones Sports Construction, St. Louis, MO through the TIPS Purchasing Cooperative for tennis court repairs for \$801,000 as presented. Voting Aye: Mrs. Alcorn, Mrs. Taliani, and Mr. Merboth. Voting Nay: None. **The motion carried.**

L-P COMPLEX TRACK RESURFACING UPDATE

Dr. Wroblewski updated the Committee on three (3) proposals received for the track resurfacing project: Byrne and Jones (St. Louis, MO), Track Surfaces Co (Elburn, IL) and Sports Surfaces (West Palm Beach, FL). Scope of project and submissions are being reviewed and a recommendation will be presented to the Board next month

REVIEW COST ESTIMATE FOR DOLAN BUILDING GREETER'S STATION

Dr. Wroblewski and Mr. Kmetz updated the Committee on preliminary stages of the Dolan Building Greeter's Station project. Mr. Kmetz performed a walk-through and estimated \$180,000 to include demolition and new greeters' station with security enhancements, cameras, and locked vestibule. The AdHoc Team and ACC Board will review the joint cost proposal while considering existing projects and prioritize accordingly.

FIELD TRIP PROGRAM ACTIVITY ACCOUNT RECOMMENDATION

Dr. Wroblewski and Mr. Whalen updated the Committee on the need for a field trip program activity account. Creating an account will separate classroom-oriented funds from the transportation account and improve accounting. Recommended to authorize establishment of an Activity Account for Field Trip Program.

ACCEPT TO RECOMMEND THE BOARD OF EDUCATION APPROVE THE ESTABLISHMENT OF AN ACTIVITY ACCOUNT FOR FIELD TRIP PROGRAM AS PRESENTED

MOTION by Mrs. Taliani, seconded by Mrs. Alcorn to accept to recommend the Board of Education approve the establishment of an Activity Account for Field Trip Program as presented. Voting Aye: Mrs. Taliani, Mrs. Alcorn, and Mr. Merboth. Voting Nay: None. **The motion carried.**

COPY MACHINE BID RELEASE UPDATE

Dr. Wroblewski and Mrs. Whalen updated the Committee on the one-year extension to the existing Marco contract for copy machine services.

OTHER

2016 GENIE GS-3232 SCISSOR LIFT

Dr. Wroblewski presented the cost benefit of purchasing a scissor lift opposed to renting multiple times per year. Machinery would be readily available, expedite projects, and has higher performance capabilities. O&M Funds budgeted. Recommendation to the Board to approve the purchase of a 2016 Genie GS-3232 Scissor Lift from MH Equipment, Ottawa, IL, for \$23,990.

ACCEPT TO RECOMMEND THE BOARD OF EDUCATION TO APPROVE TO PURCHASE A 2016 GENIE GS-3232 SCISSOR LIFT FROM MH EQUIPMENT, OTTAWA, IL FOR \$23,990 AS PRESENTED

MOTION by Mrs. Alcorn, seconded by Mrs. Taliani, to accept to recommend the Board of Education approve to purchase a 2016 Genie GS-3232 Scissor Lift from MH Equipment, Ottawa, IL, for \$23,990 as presented. Voting Aye: Mrs. Alcorn, Mrs. Taliani, and Mr. Merboth Voting Nay: None. **The motion carried.**

DOLAN BUILDING - 2ND FLOOR ABATEMENT

Dr. Wroblewski update the Committee on flooring tiles in the Dolan Building's, 2nd floor computer lab, testing positive for asbestos. Recommending to the Board to approve to hire Abel Plus Services, Inc., Gilbert, IL for abatement project for \$24,800. Abatement will commence over Spring Break.

ACCEPT TO RECOMMEND THE BOARD OF EDUCATION APPROVE TO HIRE ABEL PLUS SERVICES, INC., GILBERT, IL FOR DOLAN BUILDING 2ND FLOOR TILE ASBESTOS ABATEMENT PROJECT FOR \$24,800 AS PRESENTED

MOTION by Mrs. Taliani, seconded by Mrs. Alcorn, to accept to recommend the Board of Education approve to hire Abel Plus Services, Inc., Gilbert, IL, for the Dolan Building 2nd Floor tile asbestos abatement project for \$24,800 as presented. Voting Aye: Mrs. Taliani, Mrs. Alcorn, and Mr. Merboth. Voting Nay: None. **The motion carried.**

STAFFING AND EXTRA CURRICULAR OPENINGS

Dr. Wroblewski and Mrs. Whalen updated the Committee on recommendations for staffing in CTE, World Languages, Special Education, and the Boys' Basketball Program.

ACCEPT TO RECOMMEND THE BOARD OF EDUCATION TO APPROVE THE STAFFING RECOMMENDATION BASED ON 2023-2024 STUDENT ENROLLMENT AND EXTRA CURRICULAR OPENINGS AS PRESENTED

MOTION by Mrs. Alcorn, seconded by Mrs. Taliani, to accept to recommend the Board of Education approve of staffing recommendation based on 2023-2024 student enrollment and extracurricular openings as presented. Voting Aye: Mrs. Alcorn, Mrs. Taliani, and Mr. Merboth Voting Nay: None. **The motion carried.**

2008 KUBOTA GATOR

Dr. Wroblewski and Mrs. Whalen updated the Committee on the impending purchase of a 2008 Kubota Gator for Building and Grounds for \$7,000. It has 410 hours of usage (broken down to 27 hours/year), equip with a dump bucket, plow, and will be essential for campus maintenance and emergency transportation assistance at the Sports Complex. The Committee supported Dr. Wroblewski's request for authority to move forward with the purchase.

ADJOURNMENT

Motion by Mrs. Taliani seconded by Mr. Merboth, to adjourn. **All in favor. Time 4:30 p.m.**


Mr. Matt Merboth
Committee Chair


Mrs. Jennifer Riva
Board Secretary