

**Dist. 205 BOE – Finance Comm. (Blum, Stuefen present as well as Collins and Caforio. McDonough came in about 7:00)**

**Mar. 12, 2019**

**Public: 1 Staff: 5 Press: 0**

**6:35 pm – 9:15 pm**

**Observer: J. Dorner**

**Administrators present:** Superintendent Moyer, Assistant Superintendent for Finance and Operations Chris Whelton, Assistant Superintendent for Innovation and Growth, Mark Cohen, Director of Facilities Todd Schmidt, Assistant Director of Financial Affairs Adrian Gaerlan, Amy from the Finance office.

**Community Representatives present:** Gordon Snyder came in about 7:00. Neither Rob Martinelli or David Lau attended. It could be they were not notified of the meeting.

**Public Comment:** Bob B, representing the Elmhurst Cool Cities Coalition, asked that:

- For all the sealcoating planned that asphalt be used rather than coal tar.
- Any roofing that would be done include possibility of solar panels.

**Approval Finance and Operations Committee Minutes:** Minutes from 01/10/19 were accepted as presented.

**Finance and Operations committee Discussion Topics:**

A. Demographic Study: Two options were presented:

Option 1		Option 2
July 2019	RFP	July 2020
September 2019	Selection	September 2020
October 2019	Data Gathering	October 2020
November 2019	Perform Study	November 2020
December 2019	Report	December 2020
December 2020	Update 1	December 2021
December 2021	Update 2	December 2022
December 2022	Update 3	December 2023
December 2023	Update 4	

Edison and Bryan Additions open August 2021.

Relocate Lincoln students Aug '21 – June '22

Construction of new Lincoln June '21 – Aug. '22

New Lincoln opens August 2022

Relocate Field students Aug. '23 – June '24

Construction of new Filed June '23 – Sept. '24

New Field open August 2024.

The Board discussed the possibility of a demographic study to determine incoming kindergarten population. They felt that Chris Whelton was doing a fine job of determining the number of students that would be coming annually. The decision was to wait until the further “out” years (after 2021) to determine whether a demographic study is needed.

B. Facility Rental Fees: Custodial fees, including benefits, were adjusted and some rental fees were increased by \$1. There was a piece included that any group using the facilities need to bring liability insurance certificates, even if another group is hiring them. (This is specific for PTAs, who may hire a carnival company. The carnival company, as well as the PTA needs to have the certificates.)

C. February Monthly Financial Report: February revenues were down 4.1% due to the timing of collections in property taxes and state categoricals.

February expenditures increased 1.8% over the previous year, but were budgeted at a 4.5% increase.

Salaries were 4.0% higher than last year, but budgeted at a 4.8% increase.

Benefits were a 0.9% decrease over last year and budgeted at a 1.7% decrease.

Fund balances for the operating funds was 39.8% of expenditures on the last day of February compared to 38.2% for 2/28/18.

D. Update on York Bookstore: Beck's contract goes through September and there is a need to do an RFP for October. Previously, there were only 2 responses to the RFP – Becks and another company. The other company is primarily all online transactions.

#### E. Update on York Textbooks:

- Hard Cover Textbooks: 30 courses use hardcover textbooks, of which 12 are dual credit and require the text. 13 of the remaining courses will be dropping the use of hard cover book use for next year (some courses are being eliminated). The remaining 5 will use the 2019-20 school year to evaluate digital resources. By fall of 202 there should be no courses that opt for a hard cover textbook.
- E-books: 37 courses have transitioned to E-books. 5 are required for dual credit and cost more than \$50. Another 5 cost more than \$50, but are not dual credit. Students purchase 1-year licenses to the materials and use their Chromebooks to access them. Cost of E-books can vary, depending on the length of time committed to using the resource. Multi-year licenses could help bring the cost of E-books down, in some cases, more than 50%.
- Workbooks/Paperbacks: 18 courses use paperback and 27 courses use workbooks. These materials are usually very low cost, though two workbooks cost more than \$50 and both are for dual credit courses.
- 128 courses do not require students to purchase any sort of textbook (over 50% of total). A number of these courses may still cost families a fee due to course charges for consumable materials or supplies.

#### F. Update on Summer Capital Projects 2019:

Replacement of roofs - \$1,284,000 (Part of Jackson, Jefferson, Emerson, All of Madison)

Tuck Pointing at Hawthorne - \$100,000

Churchville canopy replacement - \$1,846,000 – There are 3 vestibules “tied into” this canopy. When the canopy is removed, these areas will not have ceilings. There will be a temporary solution for this, which will last about a year.

York west drive replacement - \$150,000 (adding some curbing, which could direct water into the drains)

Bryan northeast lot and east drive replacement - \$140,000

Replace damage, districtwide \$100,000

Sealcoat parking lots, districtwide - \$50,000  
Jackson entrance replacement - \$50,000  
Yearly playground upgrades - \$125,000  
Replace exterior doors districtwide - \$100,000  
Paint York Fieldhouse ceiling - \$90,000  
Hawthorne west gym floor replacement - \$54,000  
Jackson gym floor replacement - \$50,000  
York Incubator lab - \$250,000 – Current “Lincoln Lab” area  
Sand/refinish York gym floor - \$100,000  
York fitness room floor replacement - \$75,000  
Replace 1997 Sandburg boilers - \$390,000  
Replace 1997 Bryan boilers - \$390,000  
Replace motors for all air handling units at York - \$75,000  
Replace Jackson gym air handling unit - \$75,000  
Replace York fieldhouse lights - \$100,000  
Exterior parking lot lighting at Jackson - \$50,000

**Total over \$5.7 million**

All Churchville parking lot and other bills should be set aside and given to the City to be included in the TIF4 expenditures.

Dr. Moyer discussed that there were many PTAs that were interested in giving furniture to their schools, but he had discouraged this until a decision had been made about what direction the District was moving. Mr. Schmidt has determined the types of furniture that all new classrooms will have (to make areas more flexible) and Dr. Moyer asked if he should allow PTAs to choose from the approved list for donations of furniture. Mr. Blum answered that this issue should be brought before the entire Board for a decision.

G. Update on Master Facilities Plan: list of meetings was provided.

H. Fund balance Policy: Current policy is 4:20, no less than 26% of the budgeted expenditures for the Operating Funds (Educational, Operations and Maintenance, Transportation, IMRF, and Working Cash) on July 1 at

the beginning of the fiscal year. For this year, the low point will be May 31, 2019 with an estimated \$28,142,125.

After much discussion, the Board members present asked that Chris Whelton, the Assistant Superintendent for Finance, come to the next Finance Committee meeting with any suggested changes to this policy.