

**BOARD OF EDUCATION  
525 SUNSET RIDGE ROAD  
NORTHFIELD, ILLINOIS 60093  
FINANCE & FACILITIES COMMITTEE MEETING  
October 10, 2017  
6:00 p.m.**

**MINUTES**

**ROLL CALL: (6:01) p.m.**

Mr. Subeck called the meeting to order at 6:03 p.m. and upon roll call, the following were present:

Present: Mrs. Detlefsen, Mr. Hayes, Mr. Subeck

Absent: None

Also Present: Ms. Alpert-Knight, Mrs. Mirkovic, Mrs. Peterson,  
Mr. Spaan, Mr. Beerheide, Dr. Sukenik, Dr. Greene,  
Mr. Dreher, Mrs. Styczen, Dr. Stange, Mrs. Widdes,  
Mr. Pick

**APPROVAL OF MINUTES:**

**2.1 Finance/Facilities Committee Meeting – July 26, 2017**

Mr. Hayes moved to approve the minutes of the July 26, 2017 Finance/Facilities Committee meeting. Mr. Subeck seconded the motion. All were in favor. The Motion Passed.

**OLD BUSINESS:**

**3.1 Capital Improvement Update**

Dr. Stange and Mr. Beerheide updated the group on construction activity highlighting that punch list items continue on the interior of the building and landscaping work continues on the outside. They commented that this work is expected to be completed by the end of October 2017.

**NEW BUSINESS:**

**4.1 2016-2017 Audit Update**

Mr. Beerheide noted that Miller-Cooper has completed all portions of the FY 17 audit except the fixed asset inventory. He commented that an extension was filed with the Illinois State Board of Education and that a full audit report would be presented at the November 2017 Board of Education meeting.

**4.2 Electricity Parameter Resolution**

Mr. Beerheide requested that the Finance Committee make a recommendation to the full Board of Education authorizing him to lock an acceptable rate for electricity services.

**4.3 Middlefork Cafeteria Sink**

Mr. Beerheide reported that the district would be installing a basin-type sink in the Middlefork School cafeteria to allow for student hand washing before/after lunch. The estimated cost of this project was reported to cost approximately \$16,800 and would take place over the Thanksgiving and/or winter breaks.

**4.4 Snow Removal Agreement**

Mr. Beerheide noted that the District has been in negotiations with the Northfield Park District for snow removal services during the winter of 2017-2018. Mr. Dreher reported that an analysis of the proposed service fee from the Park District was competitive with the cost of the same service from private companies. It was requested that the Finance Committee make a recommendation to the full Board of Education to approve the Snow removal Contract with the Northfield Park District.

**4.5 Procurement Card Limits**

Mr. Beerheide recommended that the Finance Committee consider increasing the administrative procurement card limits to \$7,500 each to allow for the purchase of necessary materials and supplies.

**4.6 2017 Levy Overview**

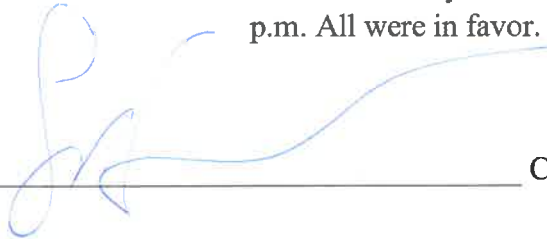
Mr. Beerheide provided an overview of the 2017 Levy timeline and process including the proposed levy amount and tax rate.

**4.7 Financial Projections Update**

Mr. Beerheide provided an update of the District's 5-year financial projections noting that the District could expect a fund balance level in the range of 50-60% once the capital improvement work at Middlefork was completed. He highlighted the need to maintain a balanced budget by keeping expenditures in line with revenues.

**NEXT MEETING: 5.1 Next Meeting: January 30, 2018 – 7:00 p.m.**

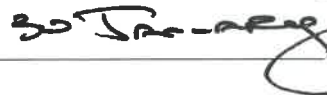
**ADJOURNMENT:** It was moved by Mrs. Detlefsen seconded by Mr. Hayes to adjourn the meeting at 7:02 p.m. All were in favor.



Chairperson, Finance/Facilities Committee



Secretary, Board of Education

Approved  2018