

**LISLE COMMUNITY UNIT SCHOOL DISTRICT 202  
LISLE SENIOR HIGH SCHOOL/JUNIOR HIGH SCHOOL  
5211 CENTER AVENUE  
LISLE, ILLINOIS 60532  
Finance Committee Meeting  
June 24, 2019  
6:30 PM**

1. Call to Order
2. Public Comment
3. Minutes from the May 20, 2019 Finance Committee Meeting
4. Working Cash Fund Interest Transfer Resolution
5. Audit Services Request for Proposal (RFP)
6. Pepper Construction Change Order #03
7. Purchase of Furniture for Lisle Elementary
8. Sale of Tate Woods Elementary School Update
9. Agenda Topics for Future Finance Meetings
10. Adjournment

**LISLE COMMUNITY UNIT SCHOOL DISTRICT NO. 202**  
**BOARD OF EDUCATION**  
**FINANCE COMMITTEE MINUTES**  
**MAY 20, 2019**

Record of minutes of the Finance Committee of the Whole Meeting of the Board of Education of Lisle Community Unit School District No. 202, DuPage County, Illinois, which was held in the Board Room of the Administrative Office, 5211 Center Avenue, Lisle, Illinois on May 20, 2019.

The meeting was called to order at 6:00 p.m. by President Sima.

Present: Eunice McConville, Finance Committee Chairperson  
Pam Ahlmann  
Melissa Grant  
Dan Helderle  
Lisa Kiener-Barnett  
Wendy Nadeau  
Meg Sima

Also Present: Dr. Keith Filipiak, Superintendent  
David Wilkinson, Director of Finance  
Dr. Linda Kotalik, Assistant Superintendent  
Jennifer Law, Director of Student Services  
Dave Wilson, Wilson Consulting

**Public Comment**  
None

**Selection of Finance Committee Chairperson**

President Sima opened the floor for nominations for Finance Committee Chairperson. Mr. Helderle nominated Ms. McConville and Ms. Nadeau seconded the nomination. Ms. McConville accepted the nomination. No other nominations were submitted. Ms. McConville was elected to the Finance Committee Chairperson position with a voice vote of 7-0.

Ms. McConville assumed the role of the Finance Committee Chairperson.

**Minutes from the April 22, 2019 Finance Committee Meeting**

The minutes from the April 22, 2019 Finance Committee meeting were reviewed. Those present came to a consensus that the minutes accurately reflect the meeting's discussion.

**VOIP Telecommunications System**

VOIP agenda item was moved earlier in the meeting to allow for Mr. Wilson to address any questions the Committee may have on the Request for Proposals (RFP) for the phone system. Mr. Wilson and Administration have worked together on the District's phone needs since December 2018. The current phone system is 10-15 years old and is obsolete and difficult to obtain replacement parts. A fee of \$6,700 was paid for Wilson Consulting to analyze District needs, prepare specifications, and review submitted proposals. Eight proposals were received which included options for both premise-based and cloud-based call processing systems. A detailed analysis of the RFP results is included in the Regular Board Meeting materials. Prescient will provide on-going support for the phone system. When the initial phone system budget was presented to the Board in March 2018, the estimated cost was \$140,000 to \$160,000. The proposal presented for approval is \$104,000. Board Members in attendance referred the VOIP Telecommunications System proposal, as presented, for Board action at the next Regular Board Meeting.

### **First Amendment to Purchase and Sale Agreement for Tate Woods School**

Kindi Academy requested to defer the closing for the sale of Tate Woods to May 1, 2020. Furthermore, the proposed contract amendment also transfers the financial responsibility of the plat of survey to the District, which is more aligned to the common practice in real estate transactions. It was noted that contract amendments are allowable when both parties to the contract are in agreement to changes. If the amendment is approved, Administration will provide updates to the Finance Committee on Kindi Academy's progress in the planning and zoning during the months of June and July through November so that the Committee may review the need to utilize the Intent to Issue (bonds) that expires in December 2019. Additionally, the Board requested a timeline if the Board took action to issue additional bonds through the existing Intent to Issue. Board Members in attendance referred the First Amendment to Purchase and Sale Agreement for Tate Woods for Board action at the next Regular School Board Meeting.

### **Food Service Management Bid**

The Finance Committee reviewed the bid summary included in the Regular Board Meeting BoardBook. The bid package included the additional option to offer a cold breakfast option. Board Members in attendance referred the proposed bid submitted by Aramark in the approximate amount of \$385,794 for action at the next Regular Board Meeting.

### **Southeast DuPage Purchasing Group Paper Purchase**

The Finance Committee reviewed the bid summary included in the Regular Board Meeting BoardBook. Even though paper supplier contracts have generally fallen below the \$25,000 ceiling requiring Board approval, Administration recommends that the Board continue to include paper purchase review on the Board Planning calendar. Board Members in attendance referred the proposed, as presented, for action at the next Regular Board Meeting.

### **Financial Projection**

Administration presented a written report providing an analysis of ALL District funds as well as only its Operating Funds. Administration encouraged the Committee to communicate any additional questions or comments related to the projection to Administration. No further action is needed at this time.

### **Agenda Topics for Future Finance Meetings**

- See follow up items discussed in First Amendment to Purchase and Sale Agreement for Tate Woods School

### **Meeting was called to Adjourn**

At 7:02 p.m. by Ms. Ahlmann and Mr. Helderle