



Facilities Committee **Unofficial Meeting Minutes**

Facilitator: Vickie Nissen

Date: Thursday May 28, 2020

Location: **via Zoom**

Time: 3:30 p.m. to 4:30 p.m.

Committee Members In Attendance

Members: Randy Reid, Robert Mancilla, Vickie Nissen

Others In Attendance

Albert Tijerina
Eleni Berhanu
Leo Cox

Meeting Called to Action: 3:32

Outcomes:

1. Share and review CCSD59 facilities information and make recommendations to the full Board of Education..

Agenda

1. Discussion and Information Items:

- a. Approved [unofficial meeting minutes](#) from February 19, 2020
- b. Summer 2020 Projects - [weekly update](#)
 - i. HVAC demo has started at 5 sites and 100% removed at Devonshire and Byrd. Maintenance staff is saving the old HVAC components to be used for future HVAC repairs on older HVAC units at other locations.
 - ii. Masonry has started at Byrd in preparation for the roofing project.

- iii. Asphalt surveys have been completed for 3 of the 4 sites. Requests for permits are expected for June 1, 2020.
- iv. PA systems are 90% complete at John Jay and Brentwood
- v. The Ridge boiler project will start in the next 2 days.
- vi. Roof thermal imaging (drone and in person) has been completed to identify wet areas
- c. Facilities Master Plan - Vickie updated the committee on the progress of the Facilities Master Plan. The first draft of the Plan will be presented to the committee in Fall, 2020.
- d. End of the FY celebrations
 - i. New committee and staff members better understood the District's facilities and the long term facility goals
 - ii. Visiting sites brought a visual to a project. This practice should continue
 - iii. Brought life to the HLS survey
 - iv. The committee provided an opportunity for maintenance staff to be part of committee process/project recommendation process
- e. Topics for FY21 (not listed by priority)
 - i. Phase 2 projects
 - ii. Secured entrances - update
 - iii. Facility Master Plan
 - iv. Summer, 2020 recap
 - v. Next steps for projects
 - vi. Schedule for joint Finance/Facilities committee meetings

Meeting Adjourned: 4:24

Reflection

- [CCSD59 PL Feedback Survey](#)
- [CCSD59 PL Attendance Sign-Out](#)

Staff Meeting Forms:

[ISBE PD Evaluation Form](#)

[ELIS PD Entry](#)

[Evidence of Completion](#)

Our Vision

One District, One Population, One Core Purpose

Our Mission

The Mission of Community Consolidated School District 59 is to provide the skills, knowledge, and experiences that will prepare students to be successful for life.