

**North Boone Community Unit School District No. 200**  
**Minutes of the Facilities-Long Range Planning Committee Meeting**  
**North Boone District Office**  
6248 North Boone School Road  
Poplar Grove, IL 61065  
Thursday, June 12, 2025  
6:30 p.m.

**CALL TO ORDER AND ROLL CALL**

The meeting was called to order by Mr. O'Donnell at 6:30 p.m.

Committee members present were Mr. O'Donnell, Mrs. Hutchinson, Mrs. Meyer, Jim Nolen, Marc Eckmann, Chris McKibben, Elaine Ahrens (for Nick Augustine), Donnie Livdahl, and Jasen Chamberlain.

Committee members absent were Dr. Greenlee, Mrs. Schilling, Chad Cunningham, Robert Dreyer, and Ken Squires.

**AUDIENCE TO VISITORS**

*(none)*

**SUMMER JOB LIST**

Mr. Nolen presented an overview of the Summer projects and their progress.

The installation of the goal posts is scheduled for July.

Regarding the bleachers and fencing, scraping, repairing, and repainting have started.

The mulching of the flower beds/playgrounds is scheduled for July to ensure a clean look for the start of the school year.

The speaker system in the football press box is scheduled for installation on June 23<sup>rd</sup>. This includes replacing the amplifier and three of the four current speakers that are blown.

Two of the three quotes to replace the siding and roof of the shed that stores the baseball and track equipment have been received. A garage door addition still needs to be quoted.

The removal of the old antenna on the maintenance building is scheduled for July 14<sup>th</sup>.

Carpet installation will begin on June 13<sup>th</sup> at the Middle School, and then proceed to Capron and Manchester Elementary Schools.

The preventative maintenance for the gym floors is currently scheduled for the end of July. The floors will be ready for the first day of school.

The sewer line repair at the Middle School is scheduled for June 30<sup>th</sup>.

The seal coating for parking lots is scheduled for July 15<sup>th</sup>.

The tech room office build-outs are scheduled to begin in two weeks, following the completion of the carpet installation.

All fire and sprinkler inspections have been completed. Any issues that were found are being resolved. Strobe testing is done over the Christmas break.

Many projects are underway or scheduled. Some updates are still pending, pending upcoming meetings.

A question was raised about submitting invoices before the fiscal year ends to capture expenses in FY25. Mr. Nolen confirmed that all bills received by him are up to date as of a couple of days ago.

A suggestion was made to begin planning for August-November maintenance needs.

An update was provided regarding the scoreboard and play clock. Coordination is in progress with Jake's Electric and Coyote Underground for boring and electrical work.

An updated list with project status was requested for the July committee meeting.

### **U OF I WATER TABLE STUDY UPDATE**

The U of I will conduct a bore drill for a water table study. This is scheduled for June 16<sup>th</sup>. The locations were selected and marked during a site meeting. Utility locates have been requested and are in place. The U of I will also use a soil consistency scanning machine along the fence line. College interns will conduct this, and all of the findings will be documented and shared with the District.

The equipment will be on-site for up to 3 days, weather permitting. The drill rig is small, with minimal disruption expected. Site access routes and water handling have already been placed.

The U of I representative offered to present the data or integrate findings with our science classes.

### **PREVENTATIVE MAINTENANCE FOR GYM FLOORS**

Work on the gym floors is scheduled for July. Both the Middle School and High School floors will be cleaned and refinished. The typical schedule is to start on Friday, continue through Saturday and finish and clean up by Monday. The cost differences in the quotes are due to one coat vs. two coats, based on when each floor was last completed. The intention is to align future maintenance cycles so that both floors require the same work moving forward. The Middle School has more square footage, so the price will always vary slightly.

## **ENERGY SAVINGS**

The District implemented an LED lighting upgrade through a program with ComEd, with installation and analysis handled by AP Energy. The total project value was \$400,000, with no cost incurred by the District.

According to ComEd's software, there are significant reductions calculated per school. The environmental benefit is equivalent to removing 95 cars from the road in terms of carbon dioxide emissions. Additional savings come from not needing to replace fluorescent light bulbs constantly.

The project status is as follows:

- Middle School is 90% done.
- Upper Elementary is 50% done.
- High School has not yet started.
- Exterior lights at all schools have not yet been replaced.
- The Football field lights are still pending.

The warranty information includes a 10-year warranty on field lights and a 7-year warranty on interior lights. Any issues are handled directly by AP Energy, including ongoing maintenance.

## **SERVICE AGREEMENTS**

The purpose of this discussion is to gain a better understanding and evaluate existing service contracts related to district facilities. There appears to be limited visibility into the existing contracts, including who manages them and when they expire.

The key requests include a list of contracts (e.g., garbage, maintenance) and high-cost/high-impact agreements, as well as contracts coming up for renewal within the next 6-8 months.

The following steps would be to start pulling together a short list of key service contracts, using that guide for future discussions and planning with a longer-term goal of building stronger vendor relationships and ensuring the District gets the best return on contracted services.

## **STORAGE ISSUES UPDATE**

A request was made to assess storage needs and inventory. There are three primary storage locations to consider: the barn, the athletic storage room at the high school, and a PE locker room closet containing the uniforms.

Currently, staff are unclear whether they should physically count and inventory each unit. There is a need to ensure that unnecessary items are removed and that all storage spaces are utilized efficiently. Proper communication is necessary when disposing of any items.

No immediate action will be taken until a clearer understanding of the current storage issue is established. The proposed solutions from a previous meeting were reviewed and are still pending.

### **DISCUSSION/ANNOUNCEMENTS**

A Capital Improvement Plan was discussed as a formal long-term plan is outdated. A request was made to begin planning now for August-October projects, rather than focusing solely on the immediate summer needs. Proposed actions included reviewing and updating the 5- and 10-year plans. Develop a roadmap that provides for key infrastructure projects. Hold a dedicated Facilities meeting to walk through the 10-year plan and prioritize projects. Clarify who decides what moves forward with a goal of building a structured, prioritized list for future improvements and budgeting.

A Trades Club initiative was discussed.

School security and cameras are a concern. This discussion was deferred to a future meeting that would also involve our Tech Team.

### **ADJOURNMENT**

The meeting adjourned at 7:35 p.m.

Submitted by:

Russell O'Donnell /s/  
Russell O'Donnell, Chair

Judy Hutchinson /s/  
Judy Hutchinson, Vice-Chair