

Facilities Committee Meeting
September 14, 2016
5:30 p.m.

Meeting Minutes

Members Present:	Bill Beyers, Doug Kirkbride, John McLeod
Members Absent:	N/A
Superintendent Present:	Yes
Facilities Director Present:	Yes
Visitors:	Scott Savage

Meeting was called to order at 5:30 p.m. by Chairman, Bill Beyers

The minutes of the July 6, 2016 special meeting were approved on a motion made by John McLeod and seconded by Doug Kirkbride.

Old Business

Security Camera Project

The committee skipped to **D.3 under Old Business—Security Cameras** since Scott Savage was present to give a presentation on the new camera system. Scott showed the committee the features, quality, and overall operation. It was noted that additional cameras were installed, at the principals' request to provide more coverage of where cameras did not exist with the old system.

The meeting resumed per the Agenda, with Old Business first.

Jr. High Gym Project

Lori reported that the Jr. High gym project is nearing completion. The roof, interior, and floor are complete. The bleacher install begins Monday, September 19th. During the week of September 19, the closet doors and touch up will be completed. During the week of September 26, the new window glass will be installed. September 30th is still the anticipated date of completion. The only other task left will be to hang the flag and banners, and that is scheduled for the week of October 2.

The insurance consultant is finalizing overall costs and will then get with Slay's Restoration for final payment.

A tour of the gym area will take place after the committee meeting.

High School Stair Treads

The Johnsonite manufacturer rep was on site in late August. Lori reported that the district is still awaiting their findings report. Both the Tsi rep and Lori continue to communicate weekly. It was reported that the treads do look much better after they came this summer to repair some areas, but the durability of the tread itself is in question.

Sr. High Roof/Gutter Repairs

Craftmasters has been on site on and off since mid-August. They should be finished by week's end, September 16th.

Jr. High Cafeteria Project

Project is complete. A tour of the cafeteria will take place following the meeting.

Current GRP Projects

H.S. Boiler Project

The old boilers have been demolished. The old boilers will be removed, and the new boilers delivered on Friday, September 16. The committee members suggested contacting a couple local people to see if they were interested in the old boilers, but if not, then GRP will take them.

Lori wanted to thank Brett Henschen, who was generous in loaning his pallet jack and fork lift truck to move this heavy equipment in and out of the High School.

Jr. High HVAC Controls

Tim Cooper with Indy Controls trained Scott, Juletta and Lori on the controls system. Tim was scheduled to come back at the end of August to install new sensors, but was involved in a bad accident. He anticipates being able to return for that work within a couple weeks. Temporary sensors were installed to keep the system running properly until the permanent sensors could be installed.

Lori mentioned that a nice feature is that the new controls system can be accessed by smart phone.

Regional Institute

Pana is hosting the County (Regional) Institute on Friday, October 7. Both the Sr. & Jr. High Schools will be utilized for this institute. Lori attached a copy of the program and reviewed the timeline for that day. She also reported that buses will be available to shuttle participants from nearby lots. Tony Ambrose designed the maps being used for the institute, and there was discussion on what his

payment should be for his services. The committee asked Lori to contact him and ask Tony to give us a price for his work.

It was suggested to contact the Chamber of Commerce to let them know about the additional 1400 people in Pana on October 7th. Lori will make a contact with the Chamber.

New Business

Future GRP Projects

Dr. Lett and Lori reported that they would like to see the following work completed next summer:

Reseal/crack fill parking lots at the Jr. & Sr. High Schools

Sr. High and Jr. High Exterior Painting

Lincoln interior painting

Continued ceiling bracing

There was discussion regarding GRP's recommendation to begin a larger project, such as the Jr. High renovation project, vs. taking on what the district can afford (pay-as-you-go). It was agreed to only do the projects that sales tax monies can cover at this time.

Personnel

Lori wanted to give the committee a report of personnel updates.

Jordan Clark is subbing in a temporary capacity to assist with yard maintenance through the mowing/football season.

Lori reported that since the start of school, the district was without two regular route drivers, and a third driver gave her 2-week notice that September 23rd is her last day. The district currently has 4 sub drivers, counting Lori. Additionally, due to an employee transfer, a crossing guard is also needed. Advertisements for regular route driver, sub drivers, and a crossing guard have been put in the local paper. Lori will work with Jessica Miller to post on the schools' website and social media sites.

Other Business/Committee Considerations

John McLeod inquired about the repair of the brick flower boxes in the front of the Jr. High. After a short discussion, it was recommended to have Lori contact Mark & Joe Kirk to see about an exterior plaster covering over the existing brick.

Next Meeting Date & Time

The next meeting is scheduled for January 11, 2017.

Adjourn

At 6:45 p.m., the meeting was adjourned on a motion made by John McLeod and seconded by Doug Kirkbride.

The committee then toured the Jr. High gym and cafeteria before leaving the building.

Member

Member