



LINCOLNWOOD SCHOOL DISTRICT 74  
BOARD OF EDUCATION  
FACILITIES COMMITTEE MEETING MINUTES  
TUESDAY, OCTOBER 19, 2021 AT **6:00 PM**

BOARD OF EDUCATION  
Kevin Daly, President  
Elaina Geraghty, Vice President  
John P. Vranas, Secretary  
Myra A. Foutris  
Jay Oleniczak  
Rupal Shah Mandal  
Peter D. Theodore

ADMINISTRATION  
Dr. Kimberly A. Nasshan, Superintendent of Schools  
Dr. David Russo, Assistant Superintendent for Curriculum and Instruction  
Courtney Whited, Business Manager/CSBO

*Minutes of the Facilities Committee Meeting of the Board of Education of Lincolnwood School District 74,  
Cook County, Illinois, was held in the Marvin Garlich Administration Building  
6950 N. East Prairie Road. Lincolnwood, Illinois 60712,  
on Tuesday, October 19, 2021.*

1. CALL TO ORDER/ROLL CALL

Chair Vranas called the Facilities Committee meeting to order at 6:05 p.m.

FACILITIES COMMITTEE MEMBERS

John P. Vranas (BOE), Chair  
Elaina Geraghty (BOE), Co-Chair  
Rupal Shah Mandal (BOE)  
Emily McCall, Community Member  
Zade Tagani, Community Member

ADMINISTRATORS/STAFF

Dr. Kimberly A. Nasshan, Superintendent of Schools  
Dr. David L. Russo, Assistant Superintendent of Curriculum and Instruction  
Courtney Whited, Business Manager/CSBO  
Jim Caldwell, Director of Buildings and Grounds

ABSENT

Wendy Grano, Community Member

OTHERS PRESENT

Athi Toufexis, StudioGC

2. AUDIENCE TO VISITORS

None

3. APPROVAL OF MINUTES

Facilities Committee Meeting Minutes - SEPTEMBER 21, 2021

A motion was made, seconded and passed to approve the September 21, 2021 Facilities Committee meeting minutes.

4. OLD BUSINESS

Termination of Two (2) Elevator Maintenance Agreements

Courtney Whited, Business Manager/CSBO explained the history behind the existing elevator maintenance contracts. Otis is willing to end the contract early, aligning both contracts for the same termination date. The District will submit an RFP, with the assistance of StudioGC, to obtain an elevator maintenance contract moving forward along with the elevator modernization project for Rutledge Hall. The Committee asked whether or not the equipment would be proprietary or non-proprietary. StudioGC will investigate feasibility of non-proprietary equipment. A five-year contract is acceptable to the Committee.

5. NEW BUSINESS

None

6. District Facilities Update

a. Drawings and Bid Documents for Summer 2022 Projects Update

Athi Toufexis, StudioGC outlined the proposed bid packages for Summer 2022 construction work. The Committee recommended going to bid prior to the holidays. StudioGC will factor the calendar into the timing of bidding. Courtney highlighted the projects that may be funded by the School Maintenance Project Grant (SMPG).

b. Lincolnwood Baseball and Softball Association Facilities Rental

Courtney outlined the rental request from Lincolnwood Baseball and Softball Association. This will not interfere with Lincoln Hall related activities. Committee members inquired about revenue sources that support programming. The Administration will look at the schedule of rental fees.

c. NCISC Scripps Spelling Bee Verbal Request for Use of the Lincoln Hall Auditorium for the Spring 2023 Spelling Bee

A Representative of the North Cook Intermediate Service Center inquired about hosting this event in 2023 at the Lincoln Hall Auditorium. The Committee indicated it would be an honor for the District to host.

d. Summer 2021 Project Status

I. Grades 1-2 Playground

The surface has been installed. The area where the climber will be installed has been cordoned off until it arrives. Students are able to use the space.

II. Todd Hall and Rutledge Hall Doors

The front entrance doors will be installed on October 29. The District is waiting on the cores for the doors. Silicone sealant at the thresholds has been installed to avoid seepage. The contractor is coming out to evaluate the situation. District staff will observe the issue during the next rain storm. The locks are set for the interior doors. The teachers have keys to interior doors at Todd Hall.

III. Todd Hall and Rutledge Hall Fire Alarms

Duct detectors are hooked up at Todd Hall and Rutledge Hall that cut the blowers off to prevent smoke and flames from being carried throughout the building. By October 29th, the project will be completed. Additional smoke detectors have already been installed for CCDC.

e. Solar Panel Grants Update

The Committee would like to see proposals for an awning style mount on the second level of the south facade at Lincoln Hall.

7. ADJOURNMENT

A motion was made, seconded, and passed to adjourn the Facilities Committee meeting at 6:36 p.m. The next Facilities Committee meeting will be held Tuesday, November 16, 2021 at 6:00 p.m. The public is welcome.

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John P. Vranas, Chair

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Elaina Geraghty, Co-chair