



ANTIOCH COMMUNITY CONSOLIDATED SCHOOL DISTRICT 34

INSPIRE TO DREAM - EMPOWER TO ACHIEVE

BOARD MEETING MEMORANDUM

Board Meeting Date: July 15, 2025

From: Josh Coon, Director of Technology (Board Appointed Hearing Officer)

Re: Canon Lease

Attachments: Canon Lease

Agenda Location: Consideration to Approve: Action Items

Rationale:

Over the past 2 months, District 34 has been looking at the in-building machines and the issues they are having.

- Usage and role of the machines in the buildings.
- Discussion with the building admin about the copiers in each building
- The older machines, especially the color machines, are over 10 years old. We are running into issues with the maintenance on these machines since the parts are starting to be obsolete.

The administration recommends an upgrade to the district's in-building copier Canon fleet for an increase of approximately \$670 per month, and a new total monthly lease and maintenance agreement of \$19,970.

Recommendation/Motion:

The administration recommends that the Board approve an upgrade to the district's in-building Canon copier fleet to a new total monthly lease and maintenance agreement amount not to exceed \$19,970.