



Glen Ellyn School District 41

Dr. Ann Riebock, Superintendent

**MINUTES
BOARD OF EDUCATION
FINANCE AND FACILITIES COMMITTEE MEETING
October 5, 2009 – 6:00 P.M.
DISTRICT 41 ADMINISTRATION CENTER**

Present: Drew Ellis – Finance Committee Member, Jack Kahler – Finance Committee Member, Steve Vondrak, Dr. Ann Riebock, Robert Ciserella, and Phyllis Hanna. Bob Solak – Finance Committee Chairperson arrived at 6:50 p.m.

The meeting was called to order at 6:00 pm.

I. Review of September 21, 2009 Meeting Minutes

The committee reviewed and approved the minutes from September 21, 2009 as presented. These minutes will be posted to the District Website.

II. Tax Levy Process Roadmap

The committee reviewed the summary presented by the Administration that illustrates the budget and levy cycle in a timeline format with FAQ's on the reverse side and related terms and definitions. The committee agreed that this format was an excellent start to assist in explaining the process when asked. The discussion included adding more terms and definitions and also included linking information to the other agencies that are involved in the levy cycle such as the Township and County Assessor and the County Clerk. The administration will incorporate the additional information discussed and bring back to the committee for the next meeting.

III. Baker/Tilly Contract Renewal

The administration presented the proposal from Baker/Tilly for the 2010-2011 Financial Audit Services. The committee discussed the length of time this firm has been the District auditors and the concept of how often the District should use the RFP process to potentially engage a different firm for these services. The committee agreed to present the Baker/Tilly renewal for Board discussion at the October 19, 2009 meeting and the administration will do an RFP for Financial Audit Services in the Spring/Summer of 2010 for the 2010-2011 Financial Audit. At a future date the administration will also bring a recommendation to the committee that will meet the need for a cyclical RFP process.

IV. 2010 Summer Capital Projects

The committee reviewed the listing of proposed projects to be completed during the summer of 2010. The committee discussed the projected costs of related architectural and engineering fees. The administration will present the committee along with the Board of Education the listing of projects as presented, but also include the projected related architectural and engineering fees on October 19, 2009.

V. Other

The Two-Way Radio installation is mostly completed.

Administration shared with the Board of Education the total fees paid to FGM Architects cumulatively since they were hired as the District Architects of Record, 2005.

VI. Adjourn

The meeting adjourned at 7:11 pm.